

Agenda  
TOWN OF WATROUS  
November 12<sup>th</sup>, 2025

- 1) PUBLIC DISCLOSURE STATEMENT COMPLETED BY ALL OF COUNCIL
- 2) CALL TO ORDER
- 3) AGENDA APPROVAL
- 4) ADOPTION OF MINUTES
  - a) Regular Meeting of October 22<sup>nd</sup>, 2025
- 5) NOTICE OF PROCLAMATIONS
- 6) PUBLIC HEARINGS
- 7) DELEGATIONS
- 8) COMMUNICATIONS
  - a) 2025 Potash Distribution Saskatoon Lanigan region
  - b) AON – SUMAssure premiums
  - c) REACT – Ward Meeting December 15<sup>th</sup>, 2025 7pm in Humboldt
  - d) Municipal Update November 3<sup>rd</sup>, 2025
- 9) REPORTS OF ADMINISTRATION & COMMITTEES
  - a) REACT Minutes of Board Meeting held August 26, 2025
  - b) Watrous Library Board minutes held October 15, 2025
  - c) Public Works Superintendents Report
  - d) Financial Report
  - e)
- 10) OLD BUSINESS
  - a) Development at 206 Main Street
  - b) Lot sales follow up
- 11) NEW
  - a) Motion for CHIF application
  - b) RSVP 2025 Christmas Invitation List
  - c) Email migration quotes
  - d) Board of Revision
  - e) Hiring Motion – Charlotte Demmans
  - f) Assistant Administrator Salary Adjustment
  - g) Vehicle Damage
  - h) Legion Bus
  - i) Website Maintenance Facilitation
- 12) ACCOUNTS
- 13) NEXT MEETING
- 14) MAYOR & COUNCILLORS FORUM
  - a)
  - b)
- 15) IN CAMERA FOR PERSONNEL DISCUSSION
- 16) ADJOURNMENT

Next regular council meeting scheduled for Wednesday December 10<sup>th</sup>, 2025 at 6:15 pm

MINUTES OCTOBER 22, 2025 REGULAR MEETING HELD IN  
THE COUNCIL CHAMBERS, WATROUS, SASKATCHEWAN

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PRESENT

MAYOR	J. Gunderson
COUNCILORS	T. Engele J. Lewis L. Manson J. Margetts A. Prokopchuk
ABSENT	J. Allin
CHIEF ADMINISTRATIVE OFFICER	Melissa Dieno
PUBLIC WORKS SUPERINTENDENT	Dion Tarasoff
ASSISTANT ADMINISTRATOR	Anna Bearss

CALL TO ORDER      A quorum being present Mayor Gunderson called the meeting to order at 6:21 PM.

\*Public disclosure statement completed by all of Council in attendance

- 25-247  
AGENDA

ENGELE & MANSON

THAT the Agenda be adopted as presented.

Motion Carried
- 25-248  
ADOPT  
MINUTES

LEWIS & PROKOPCHUK

THAT the minutes of the Regular Meeting of Council held October 22, 2025 be approved as recorded and circulated and be now signed.

Motion Carried
- 25-249  
COMMUN-  
ICATIONS

MARGETTS & ENGELE

THAT the Communications as identified on the attached agenda dated November 12, 2025, having been read be now filed.

Motion Carried
- 25-250  
REACT  
MINUTES

MANSON & LEWIS

THAT the minutes of the REACT Board meetings held August 26, 2025 be accepted for information purposes and be now filed.

Motion Carried
- 25-251  
LIBRARY  
MINUTES

PROKOPCHUK & MARGETTS

THAT the Watrous Library Board Minutes of the meeting held October 15, 2025 be accepted for information purposes and be now filed.

Motion Carried

25-252 ENGELE & MANSON  
P. WORKS  
REPORT THAT the Public Works Superintendent's report for the period ending November 12, 2025 be accepted for information purposes and be now filed.

Motion Carried

25-253 LEWIS & PROKOPCHUK  
FINANCIALS  
THAT the Bank Reconciliation and Statement of Financial Activities for the month ending October 31, 2025 be accepted for information purposes and be now filed.

Motion Carried

25-254 MARGETTS & ENGELE  
CAO  
REPORT THAT the CAO's report for the period ending November 12, 2025 be accepted for information purposes.

Motion Carried

25-255 MANSON & LEWIS  
OFFER TO  
PURCHASE THAT we accept the offer-to-purchase from Ron Ediger of Melron Services for Lot 10 Block 127 Plan G45 in the amount of \$10,000.00 (plus GST) subject to the terms and conditions outlined in the agreement.

Motion Carried

25-256 PROKOPCHUK & MARGETTS  
CHIF  
APPLIC THAT the Town of Watrous Council support the application for a Canada Housing Infrastructure Fund (CHIF) grant for the Town of Watrous and Council agrees to:

- Meet legislated standards
- Meet the terms and conditions of the CHIF program
- Commit to paying the applicant's share of the eligible costs and ongoing (operating and other) costs associated with the project and
- Ensure legislative and regulatory requirements will or have been met including requirements for a federal environmental assessment process, provincial environmental assessment process, and requirements for Indigenous consultation or engagement. (Where a project is excluded from a review under the Impact Assessment Act, it may require permits or approvals from local, regional, or provincial government agencies.)

Motion Carried

25-257 ENGELE & MANSON  
IT SERVICES  
AGREEMENT THAT the Town of Watrous approves entering into an agreement with WDIIT Business Solutions for the provision of IT Services including email migration, domain change and electronic meeting platform services.

Motion Carried

25-258 LEWIS & PROKOPCHUK  
REVISION  
BOARD THAT we appoint Kirby Fesser, Glen Neuert, Sabrina Saccucci and Laurie Pilkey as panel members and Mike Ligermoet as Secretary to our 2026 Board of Revision.

Motion Carried

25-259            MARGETTS & ENGELE  
HIRING  
MOTION        THAT we hire Charlotte Demmens as a permanent Full Time Office Clerk II at a wage of \$24.40 per hour effective November 17, 2025.

Motion Carried

25-260            MANSON & LEWIS  
SALARY  
ADJUSTMT    THAT the Assistant Administrator’s salary be amended to \$95,000 annually and it be retro active to January 1, 2025, AND THAT the Assistant Administrator shall receive a monthly cell phone reimbursement retro active to January 1<sup>st</sup>, 2025.

Motion Carried

25-261            PROKOPCHUK & MARGETTS  
WEBSITE  
MAINTEN     THAT the Town of Watrous approves sharing the Town of Watrous website login passwords with the Watrous Manitou Marketing Group for the purpose of updating and posting information as approved by Town of Watrous Administration.

Motion Carried

25-262            ENGELE & MANSON  
ACCOUNTS    THAT cheque number 35822 to cheque number 35872 totaling \$61,659.33 and Online Payment number 744 to 753 totaling \$46,332.72 annexed hereto and forming part of these minutes be approved for payment.

Motion Carried

25-263            LEWIS & PROKOPCHUK  
DIRECT  
DEPOSIT     THAT direct deposit numbers 462 to 479 totaling \$31,190.11 and 480 to 497 totaling \$29,397.95 annexed hereto and forming part of these minutes to be approved for payment.

Motion Carried

25-264            MARGETTS & ENGELE  
NEXT  
MEETING     THAT we reconvene in regular session at 6:15 PM on December 10, 2025.

Motion Carried

25-265            MANSON & LEWIS  
ADJOURN     THAT the meeting now be adjourned, the time being 8:22 PM.

Motion Carried