

**Agenda**  
**TOWN OF WATROUS**  
**December 10<sup>th</sup>, 2025**

- 1) CALL TO ORDER
- 2) AGENDA APPROVAL
- 3) ADOPTION OF MINUTES
  - a) Regular Meeting of November 12<sup>th</sup>, 2025
- 4) NOTICE OF PROCLAMATIONS
- 5) PUBLIC HEARINGS
- 6) DELEGATIONS
  - a) 6:30 pm - Barry Morishita, Executive Director MSMA
- 7) COMMUNICATIONS
  - a) REACT – Ward Meeting December 15<sup>th</sup>, 2025 7pm in Humboldt **change of venue**
  - b) Municipal Update December 1<sup>st</sup>, 2025
  - c) Saskatchewan Housing Authority surplus amount for 2024, \$7,262.37
  - d) Johnson Shoyama – Wellbeing in Policy study released and circulated to Council
  - e) SUMAssure Premium Summary 2025 – 2026
  - f) SAMA Service Fee – Changes Coming in 2026
  - g) CUPE – Collective Agreement Negotiations
  - h) UMAAS 2026 Salary Guideline
  - i) S4-6 Region Update and Membership Follow-up
  - j) Municipal Potash Tax Sharing for 2026 projections
- 8) REPORTS OF ADMINISTRATION & COMMITTEES
  - a) Financial Report
  - b) Public Works Superintendents Report
  - c) CAO report
  - d) REACT Waste Management Board Meeting Minutes of October 21, 2025
- 9) OLD BUSINESS
- 10) NEW
  - a) List of regular Council meeting dates for 2026
  - b) Municipal Revenue Sharing Declaration
  - c) ADD Board #43 PCO appointment for transfer station inspections
  - d) PCO appointment Mike Hayward for 2026
  - e) Website maintenance quote - Moneeb with 2web.ca
  - f) Waterworks Compliance Inspection report of Nov 21<sup>st</sup>, 2025
  - g) **DRAFT** 2026 Council Committee and Appointment list
  - h) Light pole Christmas decorations – request to purchase old ones
  - i) Resolution to send outstanding rental utility arrears to collections
  - j) Mobility Van Policy 02-130
  - k) SUMAssure Certificate of insurance including Fidelity Bond for all employees
  - l) Regional Bylaw Services Agreement 2026
- 11) ACCOUNTS
- 12) NEXT MEETING
- 13) MAYOR & COUNCILLORS FORUM
  - a)
  - b)
- 14) IN CAMERA (if required)
- 15) ADJOURNMENT

Next regular council meeting scheduled for Wednesday January 14<sup>th</sup>, 2026 at 6:15 pm

MINUTES DECEMBER 10, 2025 REGULAR MEETING HELD IN  
THE COUNCIL CHAMBERS, WATROUS, SASKATCHEWAN

---

PRESENT

MAYOR	J. Gunderson
DEPUTY MAYOR	J. Allin
COUNCILORS	T. Engle J. Lewis L. Manson J. Margetts A. Prokopchuk
CHIEF ADMINISTRATIVE OFFICER	Melissa Dieno
ASSISTANT ADMINISTRATOR	Anna Bearss
DELEGATION 6:30-6:51pm	Barry Morishita

CALL TO  
ORDER

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

25-266  
AGENDA

ALLIN & LEWIS  
THAT the Agenda be adopted as presented.

Motion Carried

25-267  
ADOPT  
MINUTES

PROKOPCHUCK & MARGETTS  
THAT the minutes of the Regular Meeting of Council held November 12, 2025, be approved as recorded and circulated and be now signed.

Motion Carried

25-268  
COMMUN-  
ICATIONS

MARGETTS & PROKOPCHUCK  
THAT the Communications as identified on the attached agenda dated December 10, 2025, having been read, be now filed.

Motion Carried

25-269  
REACT  
MINUTES

ENGELE & ALLIN  
THAT the minutes of the REACT Board meetings held October 21, 2025, be accepted for information purposes and be now filed.

Motion Carried

25-270  
FINANCIALS

LEWIS & ALLIN  
THAT the Bank Reconciliation and Statement of Financial Activities for the month ending November 30, 2025, be accepted for information purposes and be now filed.

Motion Carried

---

25-271 PROKOPCHUCK & LEWIS  
CAO  
REPORT THAT the CAO's report for the period ending December 10, 2025 be accepted for information purposes.

Motion Carried

25-272 LEWIS & PROKOPCHUCK  
MEETING  
DATES THAT the list of regular Council meeting dates for 2026 be approved.

Motion Carried

25-273 MARGETTS & ENGELE  
MUNICIPAL  
GRANT The Council of the Town of Watrous confirms the municipality now meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant.

- Submission of the 2024 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2025 Public Report on Municipal Waterworks to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct;
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and

That we authorize the CAO to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

Motion Carried

25-274 ALLIN & LEWIS  
PREDATOR  
CONTROL  
OFFICER THAT ADD Board #43 Predator Control Officer Matt Somers, be appointed for the transfer station inspections for 2026.

Motion Carried

25-275 PROKOPCHUK & MARGETTS  
PREDATOR  
CONTROL  
OFFICER THAT Mike Hayward be appointed as the Town of Watrous Predator Control Officer effective January 1, 2026 with an annual remuneration of \$1,500.00

Motion Carried

25-276 ENGELE & ALLIN  
WEBSITE  
MAINT. THAT we accept the quote from Mouneeb Shahid of 2web.ca in the amount of \$1,500.00, for website maintenance.

Motion Carried

25-277 LEWIS & PROKOPCHUCK  
WATER-  
WORKS THAT the Waterworks Compliance Inspection report of November 21, 2025 be approved.

Motion Carried

25-278 MARGETTS & ENGELE  
CHRIST.  
DÉCOR.

THAT the offer to purchase the town's old light pole Christmas decorations by Chainsaw Carving Committee in the amount of \$1,000.00 be accepted.

Motion Carried

25-279 ALLIN & LEWIS  
UTILITY  
ACCOUNTS

THAT the following derelict utility accounts be sent to collections:

\$ 85.63	Water Bill 2022	Account 485 0070
\$749.06	Water Bill 2024	Account 133 0070
\$427.96	Water Bill 2021	Account 505
\$365.51	Water Bill 2023	Account 572 0220
\$137.98	Water Bill 2024	Account 472 0010
\$557.13	Water Bill 2024	Account 562 0090
\$418.68	Water Bill 2025	Account 1017 0070
\$184.87	Water Bill 2020	Account 485 0120
\$283.47	Water Bill 2020	Account 572 0160
\$183.27	Water Bill 2022	Account 672 0060
\$156.21	Water Bill 2022	Account 518 0170
\$432.44	Water Bill 2021	Account 1034 0020
\$104.61	Water Bill 2021	Account 598 0090
\$ 59.79	Water Bill 2024	Account 691 0080
\$143.53	Water Bill 2022	Account 230 0070
\$116.30	Water Bill 2022	Account 536 0010
\$157.38	Water Bill 2022	Account 416 0060
\$586.59	Water Bill 2018	Account 604 0020
\$433.68	Water Bill 2023	Account 796 0120
\$178.03	Water Bill 2021	Account 596 0070
\$654.08	Water Bill 2019	Account 572 0150
\$120.02	Water Bill 2023	Account 256 0150

Motion Carried

25-280 ENGELE & ALLIN  
SUMA

THAT the SUMAssure Certificate of Insurance and Fidelity Bond be acknowledged.

Motion Carried

25-281 LEWIS & PROKOPCHUCK  
BYLAW  
ENFORCE.

THAT we sign a contract with Regional Bylaw Services for bylaw enforcement for the year 2026.

Motion Carried

25-282 MARGETTS & ENGELE  
PAYMENTS

THAT cheque number 35873 to cheque number 35955 totaling \$216,731.23 and Online Payment number 754 to 771 totaling \$168,947.01 annexed hereto and forming part of these minutes be approved for payment.

Motion Carried

25-283        LEWIS & ALLIN  
DIRECT  
DEPOSITS    THAT direct deposit numbers 498 totaling \$949.40 and 499 to 518 totaling  
\$31,806.24 and 519 to 538 totaling \$31,658.89 annexed hereto and forming part  
of these minutes be approved for payment.

Motion Carried

25-284        MARGETTS & PROKOPCHUCK  
NEXT  
MEETING    THAT we reconvene in regular session at 6:15 PM on January 14, 2026.

Motion Carried

8:10 PM       COUNCILOR Lane Manson entered council chambers and participated in Round  
Table Discussion.

25-285        ALLIN & ENGELE  
ADJOURN     THAT the meeting now be adjourned, the time being 8:29 PM.

Motion Carried

\_\_\_\_\_  
John Gunderson  
Mayor

\_\_\_\_\_  
Melissa Dieno  
CAO

\_\_\_\_\_  
Date Approved

\_\_\_\_\_  
Motion Number