



#### **CALL TO ORDER**

- a) Land Acknowledgement
- b) Declaration of Conflicts of Interest
- c) Adoption of Agenda

#### **MINUTES**

- a) Approval of the Minutes of the Regular Council Meeting held on December 10, 2025

#### **FINANCIALS**

- a) Approval of the Financial Statements for the month ending December 31, 2025

#### **MONTHLY ACCOUNTS PAYABLE**

- a) Approval of Accounts Payable for the month ending December 31, 2025

#### **REPORTS FROM COUNCIL/STAFF**

- a) Staff Report
- b) Mayor Report
- c) Council Reports
- d) Administrative Report

#### **PAST DUE UTILITY ACCOUNTS**

##### Purpose:

To review the current status of past due utility accounts and consider additional notification measures prior to service disconnection.

##### Discussion Points:

- a) The total outstanding balance for past due utility accounts is currently \$4,009.37.
- b) Purchase and use of door hanger notices to provide clear, on-site final notification to homeowners that water service will be shut off due to non-payment



## **OLD BUSINESS**

### **HEALTH & SAFETY INSPECTION UPDATE**

#### **Purpose:**

Update on the status of outstanding items identified during recent Health & Safety inspections

#### **Discussion Points:**

Review the SHA inspection to-do list, outlining completed items, outstanding requirements, and any timelines for compliance.

### **COMMITTEE BANK ACCOUNT**

#### **Purpose:**

Require a motion to establish all bank accounts under the Village of Torquay.

#### **Discussion Points:**

To ensure proper financial controls and operational efficiency, signing authority is required to be formally assigned.

Auditor is recommending that signing authority be granted to the Committee Chair, Committee Treasurer, and village administrator for the applicable accounts.

### **TENANCY AGREEMENT BETWEEN FIRE DEPARTMENT & RM OF CAMBRIA**

#### **Purpose:**

To review and consider approval of the Tenancy Agreement between the Fire Department and the Rural Municipality of Cambria.

#### **Discussion Points:**

The proposed Tenancy Agreement between the Fire Department and the RM of Cambria has been reviewed. The RM has removed the maintenance clause from the agreement, addressing previous concerns regarding responsibility for building upkeep and repairs.

## **NEW BUSINESS**

### **EMPLOYEE BOND**

**Purpose:**

To review and accept liability coverage for municipal employees who handle municipal funds or financial records.

### **APPOINTMENT OF LICENSED BUILDING OFFICIALS**

**Purpose:**

To appoint Licensed Building Officials for the administration and enforcement of building standards within the Municipality.

**Discussion:**

Appoint PBI Licensed Building Officials to carry out duties related to building permits, inspections, and compliance with applicable codes and standards.

### **PEST CONTROL BYLAW**

**Purpose:**

To give first reading to a proposed Pest Control Bylaw, establishing regulations for the control and management of pests within the Municipality.

The proposed bylaw outlines:

- Responsibilities of property owners for pest prevention and control.
- Municipal authority to intervene where pests pose a risk to public health or property.
- Enforcement measures and penalties for non-compliance.
- Alignment with applicable provincial legislation and public health standards.



## **MUNISOFT EMAIL**

### Purpose:

To review and consider transitioning the Municipality's email services from SaskTel to MuniSoft in order to improve security, storage capacity, and email management.

### Discussion Points:

- a) Spam filtering improvements, with approximately 95% of spam emails blocked.
- b) Increased storage capacity, with 50 GB of email storage, compared to the current 2 GB limitation under SaskTel.
- c) Multi-factor authentication to strengthen account security and protect sensitive municipal information.
- d) Email tracing for emails that do not come through.

## **CORRESPONDANCE**

### **NEXT MEETING DATE**

February 11, 2026 @ 6:30pm

## **ADJOURNMENT**