



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.



AGENDA January 2026

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