

**TOWN OF EATONIA
REGULAR MEETING MINUTES
TUESDAY, DECEMBER 9, 2025**

Minutes of the regular meeting of the Council of the Town of Eatonia held the 9th day of December 2025 in the Town Council Chambers at 202 Main Street, Eatonia, SK.

PRESENT:

Mayor Darcy Scott; Deputy Mayor Dean Aldridge; Councillors Curtis Becker, and Carol Peters; and Acting Administrator Victoria Munroe.

ABSENT:

Councillors Darren Donald, Damion Smith, and Barbara Cherniwchan

CALL TO ORDER:

A quorum being present, Mayor Scott called the meeting to order at 7:00 p.m.

AGENDA:

The agenda for tonight's meeting, having been reviewed by Council, will be used as a guideline for this meeting.

OATH OF OFFICE:

Councillor Carol Peters subscribed to their Oath of Office as required by Section 94 of *The Municipalities Act*.

PUBLIC DISCLOSURE DECLARATION:

Councillor Carol Peters filed with the Administrator their Public Disclosure Statement as per Section 142 of *The Municipalities Act*.

Council reviewed portions of the *Council Member's Handbook*.

MINUTES:

1/12/25 Moved by Aldridge and Seconded by Becker that the regular meeting minutes of November 17, 2025 be approved as presented. **CARRIED.**

FINANCIAL REPORTS:

2/12/25 Moved by Aldridge and Seconded by Peters that the October Statement of Financial Activities, the October List of Accounts for Approval and Payment (Town total expenditure \$61,558.26 and Recreation Board total expenditure \$10,803.91), and the October Bank Reconciliation, be accepted and form a part of these minutes. **CARRIED.**

DELEGATES:

RIVER RIDGE GOLF CLUB – Brain Francis

Mr. Francis indicated;

- The club has raised over \$400,000 so far.
- Construction of the new club house is underway, with drywall and insulation being completed at the time of this meeting. They anticipate the club house being ready for use in the 2026 golf season.
- Additional upgrades to the golf course include new carts, a power upgrade, and possibly purchasing the land, which is currently leased. They are also considering adding campsites to the course site.
- The club is happy with any amount of financial contribution, and donations can be made in installments. Donors will be recognized and displayed at the club house.
- Approximately 100 Eatonia residents use the River Ridge Golf Club.

Mr. Francis departed the meeting.

4/12/25 Moved by Scott and Seconded by Aldridge that a decision regarding a donation to River Ridge Golf Course be tabled until the January meeting. **CARRIED.**

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TRIWAYS DISPOSAL SERVICES LTD. – Darwin Nowokowski & Matthew Craig

Mr. Nowokowski & Mr. Craig indicated;

- Communities have until February 1, 2026 to choose their recycling collection program.
- Triways is offering membership to the Red Coat Waste Resource Authority Inc. (RCWRA) which will allow the Town of Eatonia to continue utilizing Triways as their recycling hauler, with the same pick-up schedule. This option will also allow the Town of Eatonia to receive recycling collection at no cost, after Feb 1, 2028.

Mr. Nowokowski & Mr. Craig departed the meeting.

3/12/25 Moved by Becker and Seconded by Peters that a decision regarding Triways Disposal Services and becoming a member of the Red Coat Waste Resource Authority Inc. be tabled until the January meeting. **CARRIED.**

CORRESPONDENCE:

5/12/25 Moved by Becker and Seconded by Peters that the following correspondence;

- Waste Disposal Grounds Operator Report;
- Prairie Rising Municipal Consulting Mentor Report;
- Water Test Results;
- Maintenance Written Report;
- R.M. of Chesterfield, letter indicating their discontinuation of a shared website;
- Letters regarding Dog Park;
- SAMA, letter indicating the Service Fee will be increased, effective Jan. 1, 2026 be received and filed. **CARRIED.**

Saskatchewan Housing Corporation – Municipal Share Payment

6/12/25 Moved by Aldridge and Seconded by Peters that the Saskatchewan Housing Corporation 5% Municipal Share, in the amount of \$1,663.53, be paid. **CARRIED.**

Heritage Saskatchewan Membership Renewal

7/12/25 Moved by Becker and Seconded by Aldridge that the Heritage Saskatchewan membership be renewed for 2026. **CARRIED.**

Federation of Canadian Municipalities Membership Renewal

8/12/25 Moved by Becker and Seconded by Peters that the Federation of Canadian Municipalities membership be renewed for 2026. **CARRIED.**

SUMA Membership Renewal

9/12/25 Moved by Aldridge and Seconded by Becker that the SUMA membership be renewed for 2026. **CARRIED.**

SUMA Group Benefits & Insurance Renewal

10/12/25 Moved by Peters and Seconded by Becker that the SUMA group benefits and insurance be renewed for 2026. **CARRIED.**

Cemetery Correspondence – George Family

11/12/25 Moved by Aldridge and Seconded by Becker that Administration send correspondence regarding the burial of Joesph George as presented to the George family and indicate if a written response is not received by Jan. 9, 2026 the file would be considered closed. **CARRIED.**

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Administrator's Report

12/12/25 Moved by Becker and Seconded by Peters that the December Administrator's Report be received and filed. **CARRIED.**

NEW BUSINESS:

13/12/25 Moved by Aldridge and Seconded by Peters that a \$100.00 donation be made to West Central Crisis Centre in support of the Eatonia Santa's Hut. **CARRIED.**

Municipal Revenue Sharing Grant Declaration of Eligibility

14/12/25 Moved by Becker and Seconded by Peters that Council of the Town of Eatonia confirms the municipality 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 2024 Public Reporting 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, and
- All members of council have filed and annually updated their Public Disclosure Statements, as required;

and that Council authorizes the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations. **CARRIED.**

Western Municipal Consulting – Board of Revision Appointment

15/12/25 Moved by Becker and Seconded by Aldridge that pursuant to Subsection 220(1) of *The Municipalities Act* the TOWN OF EATONIA appoints Western Municipal Consulting Ltd. to manage the **Board of Revision** process for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Board of Revision: Dave Gurnsey, Dave Thompson, Donna Rae Zadvorny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Regan Rayner and Rick Leigh.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers. **CARRIED.**

Western Municipal Consulting – Board of Revision Secretary Appointment

16/12/25 Moved by Peters and Seconded by Scott that pursuant to Subsection 221(1) of *The Municipalities Act*, the TOWN OF EATONIA appoints Nicolle Hoskins with Western Municipal Consulting Ltd. as **Secretary to the Board of Revision** for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in the Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing. **CARRIED.**

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Western Municipal Consulting – Development Appeals Board Appointment

17/12/25 Moved by Aldridge and Seconded by Peters that pursuant to Subsection 214(1) of *The Planning and Development Act, 2007*, the TOWN OF EATONIA appoints Western Municipal Consulting Ltd. to manage the **Development Appeals Board** process for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule, with the following to serve as Members of the Development Appeals Board: Dave Gurnsey, Dave Thompson, Donna Rae Zadovny, Gordon Parkinson, Jeff Hutton, Kevin Kleckner, Mike Waschuk, Stew Demmans, Wayne Adams, Ken Friesen, Femi Ogunrinde, Fife Ogunde, Maureen Jickling, Jamie Tiessen, Stu Hayward, Pam Malach, Barry Clark, John Krill, Christopher Blueman, Alan Sawatsky, Mike Meleca, Hany Amin, Kimberly Speers, Nick Coroluick, Farrah Ovans, JayDee Mazier, Jordan Boyes, Kenneth Tan, Tyler Shandro, Regan Rayner and Rick Leigh.

The Chair shall be responsible for naming no fewer than three (3) members for the hearing of any matter. Where the Chair does not include themselves among the appointees, the members appointed for a hearing shall determine the chair of that hearing from among their numbers. **CARRIED.**

Western Municipal Consulting – Development Appeals Board Secretary Appointment

18/12/25 Moved by Scott and Seconded by Aldridge that pursuant to Subsection 216(3)(a) of *The Planning and Development Act, 2007*, the TOWN OF EATONIA appoints Claudette McGuire with Western Municipal Consulting Ltd. as **Secretary to the Development Appeals Board** for the term of January 1, 2026, through to December 31, 2026, remuneration as set out in Western Municipal Consulting Ltd. fee schedule. If the secretary is unable to perform secretarial functions for reasons which may include scheduling difficulties WMC may appoint a delegate to perform administrative functions and may appoint a recording secretary for the purposes of any hearing. **CARRIED.**

Cemetery Memory Wall

19/12/25 Moved by Becker and Seconded by Aldridge that, as deferred by the Eatonia Cemetery Committee, the Town approves the purchase of a spot on the Memory Wall, including perpetual care fees, to be paid by the applicant, with engraving approved as follows:

<p>Martin E. Day 1941 – 2025 A Friend to Many</p>
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CARRIED.

Tourism Saskatchewan Community Listing – Campground Rates

20/12/25 Moved by Aldridge and Seconded by Becker that the free community and campground listing on TourismSaskatchewan.com be renewed with no changes. **CARRIED.**

2026 Council Meeting Dates

21/12/25 Moved by Becker and Seconded by Aldridge that the regular meetings of council for 2026 be held on the second Tuesday of each month, as per the attached schedule. **CARRIED.**

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Professional Development Policy No. 25 - Amendment

22/12/25 Moved by Aldridge and Seconded by Becker that Professional Development Policy No. 25 be amended to include the following:

8. Study Time Accommodation:

While enrolled in a council approved credit course through an accredited institution, an employee shall be entitled to 4 hours per week of paid study time. The employee shall schedule study time around their duties. The employee shall study in the place of their choosing. While the employee is engaged in study time, arrangements for coverage will be made to maintain services.

CARRIED.

Vacation Day Carryover

23/12/25 Moved by Scott and Seconded by Becker that all full-time employees be authorized to carry 5 vacation days into 2026, as per Policy, and that any additional unused vacation days be paid out in the December payroll. **CARRIED.**

Banked Time Payout

24/12/25 Moved by Aldridge and Seconded by Peters that all 2025 banked straight time earned by paid out in the December Payroll. **CARRIED.**

2026 Wages

25/12/25 Moved by Aldridge and Seconded by Peters that 2026 wages adjustments be tabled until the January council meeting. **CARRIED.**

Demolition Deposit Refund – MacDonald

26/12/25 Moved by Aldridge and Seconded by Becker that the \$1,500.00 Demolition Deposit be refunded to David and Cindy MacDonald as 101 3rd Ave West has been restored to the satisfaction of Council. **CARRIED.**

COMMITTEE REPORTS:

Cemetery –

- Would like the Cemetery mower to use “At Work” signs along the hi-way when mowing for increased safety. Town to make these signs available for use by the contract mower.
- Interested in solar speed indicator signs as drivers approach the curve to encourage slower speeds BEFORE entering the curve.

DATE OF NEXT MEETING:

The next regular meeting of the council will be held on Tuesday, January 13, 2026.

ADJOURNMENT:

Scott Adjourned the meeting at 11:00 p.m.

Mayor

Acting Administrator