

**Village of Archerwill
Meeting Minutes
Regular Meeting, October 21, 2025**

Held Tuesday the 21st day of October, 2025
in the Council Chambers of the Municipal Office at
Archerwill, Saskatchewan

Present:

Mayor Steven Christianson
Councillor Jenna Patterson
Councillor Sheldon Kohlen
Councillor Brad Harley
Councillor Traci Thorp
CAO Amber Patterson
Absent: N/A

Call to Order

A quorum being present, Mayor Steven Christianson called the meeting to order at 6:02 p.m.

Councillor Harley arrives 6:04pm

Adoption of Agenda

175/25 Patterson: THAT the agenda as amended for the Regular Meeting October 21, 2025 be approved as presented.

Carried

Delegation

Foreman's Report – Jody Hagenes 6:03pm – 6:19pm

Iana Thompson 6:57pm – 7:12pm

RCMP – Sean Carlson 7:18 pm -7:59 pm

Minutes

176/25 Harley: THAT the minutes of the Regular Meeting of council held on September 16, 2025 be approved as presented.

Carried

Accounts and Easypay

177/25 Thorpe: THAT payment of the accounts represented by cheques #4347 to #4360 totaling \$12,126.93; online payment vouchers #0095 to #0107 totaling \$16,384.29. Easypay reference numbers r000562 to r000572 totaling \$10,012.62 with a grand total of \$38,523.84 be approved as presented and the payment registers attached hereto.

Carried

Financial Reports

178/25 Thorpe: THAT the Financial Statements for the period ending September 30, 2025 and the September 2025 bank reconciliation reports be approved as presented and a financial summary attached hereto.

Carried

Reports

179/25 Patterson: THAT the Foreman, Administrative, and Other reports presented be recognized as received and written reports filed or disposed of accordingly.

Foreman Report – written

Monthly Water Reading – September 2025

Administrator's Report –verbal

Carried

Campground Update

180/25 Thorpe: THAT Council accept payment from D. Wanner in the amount of \$5,300.00 for the purchase of the holding tank and extensions. Mayor Christianson will now talk to fire protection on October 29th meeting to discuss a plan going forward for a RV dumping station.

Carried

Fire Protection Financials

181/25 Kohlen: THAT Council has reviewed the financials presented by Fire Protection.

Carried

Grader Tender

182/25 Harley: THAT Council has advised the CAO to create a tender for the Village grader. Tenders will be due to be open at the December meeting.

Carried

CAO Amber Patterson – leaves at 10:05 p.m., returns at 10:49p.m.

CAO Performance Review

183/25 Thorpe: THAT Council and Amber Patterson, the CAO have discussed a performance review together, of which the document is signed and filed in the Employee file with a pay raise, as per the UMAAS guidelines, effective November 1, 2025.

Carried

184/25 Summer Student Wage

Patterson: THAT council has discussed and determined the amount of \$18/hour for the 2025 Summer Student. This amount will be applied for on the summer student employment grant.

Carried

185/25 Account GRA0192

Christianson: THAT council shall write off the account in the amount of \$157.96.

Carried

Community Safety Plan

186/25 Thorpe: THAT Council has advised the CAO to research for a Sharps container and other safety and precautionary equipment.

Carried

November Meeting Date Change

187/25 Patterson: THAT Council will be moving the November meeting from Tuesday, November 19th to Wednesday, November 12th. CAO will put up the proper signage.

Carried

188/25

Utility Arrears – Shut Off

Christianson: THAT Council has instructed the CAO to send Final Notice letters to the following accounts 156 0020, 6 0010, and 26 000. This is in accordance with By-Law 06-2019. Payments or arrangements must be made within 2 weeks of the notice being sent.

Carried

189/24

Correspondence

Harley: THAT the following correspondence be filed or disposed of accordingly.

- a. Canadian Paving Service
- b. RCMP – Southeast District Report
- c. WSA
- d. Town of Radisson – Infrastructure Sharing Formula Resolution
- e. Wapiti Regional Library
- f. Federal Government Plan – Canada Post Review
- g. Cathy Wagantall – Porcupine Office

Carried

190/25

Adjournment

Christianson: THAT this meeting adjourn at 11:00 p.m.

Carried

Mayor Steven Christianson

CAO Amber Patterson