

**Village of Archerwill  
Meeting Minutes  
Regular Meeting November 12, 2025**

Held Wednesday the 12<sup>th</sup> day of November, 2025  
in the Council Chambers of the Municipal Office at  
Archerwill, Saskatchewan

**Present:**

Mayor Steven Christianson  
Councillor Jenna Patterson  
Councillor Bradley Harley  
Councillor: Traci Thorpe  
Councillor Sheldon Kohlen  
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.

**Adoption of Agenda**

**195/25**      **Patterson:** THAT the agenda as amended for the Regular Meeting November 12, 2025 be approved as presented.

**Carried**

**Delegations**

*Foreman's Report – Jody Hagenes 6:48 pm – 7:06 pm*

**Minutes**

**196/25**      **Harley:** THAT the minutes of the Regular Meeting of council held on October 21, 2025 and Special Meeting held on November 3, 2025 be approved as presented.

**Carried**

**Accounts and Easypay**

**197/25**      **Patterson:** THAT payment of the accounts represented by cheques #4361 to #4368 totaling \$4,550.75; online payment vouchers #0108 to #0120 totaling \$14,140.14. Easypay reference numbers r000573 to r000578 totaling \$8,236.09 with a grand total of \$26,926.98 be approved as presented and the payment registers attached hereto.

**Carried**

**Financial Reports**

**198/24**      **Thorpe:** THAT Financial Statements for the period ending October 31, 2025 and the October 2025 bank reconciliation reports be approved as presented and a financial summary attached hereto.

**Carried**

**Reports**

**199/25 Harley:** 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 – October 2025  
Administrator’s Report –verbal  
Councillor Report – verbal  
Mayor Report – verbal

**Carried**

**Fire Protection Financials**

**200/25 Thorpe:** THAT Council has reviewed the financials presented by Fire Protection.

**Carried**

**Outstanding Utilities**

**201/25 Kohlen:** THAT as per Section 369 of *The Municipalities Act*, Administration be authorized to send out a thirty-day notice for the attached list of overdue utilities. It is understood that the notice be sent as registered letter to the property owner and renter. Should these accounts not be paid by December 31, 2025, Administration will add the amounts owing to the applicable tax roll.

**Carried**

**Outstanding Accounts Receivable**

**202/25 Christianson:** THAT Council has reviewed the attached list of aged Accounts Receivable accounts as of Nov 15, 2025 and instructs Administration to send letters informing residents that outstanding accounts receivable as of December 31, 2025 will be added to the tax roll.

**Carried**

**Village Truck**

**203/25 Kohlen:** THAT Council shall shop around for a dump truck to replace the Village half ton. The budget shall be \$30,000.

**Carried**

**Permit for Curling Rink**

**204/25 Christianson:** THAT Council approves issuance of a Community Event License to the Archerwill Curling Club to hold a liquor permit for functions to take place at the Archerwill Curling Rink in the Village of Archerwill for the following time frame: December 1, 2025 – March 31, 2026.

**Carried**

**Christmas Light Night Contest**

**205/25 Patterson:** THAT Council supports our annual Christmas Light Night Contest to be held be December 16 at 6:30 pm and that administration purchase three gift cards for \$75.00; \$50.00 and \$25.00 for first, second and third place winners respectively.

**Carried**

**Christmas Party**

**206/25 Harley:** THAT Council has advised the administrator to look into options. She will be in contact with all the council members via text messages.

**Carried**

**Letter to Council**

**207/25**      **Thorpe:** THAT Council has reviewed the letter regarding utility account #006 0010. They have asked the CAO to send a letter in response stating that this year will roll over as per our current by-laws but that a new Bylaw will be in affect for 2026. **Carried**

**Pull Grader**

**208/25**      **Kohlen:** THAT Council will purchase the pull behind grader from Cody Drummond for the asking price of \$15,000. **Carried**

**Correspondence**

**209/25**      **Thorpe:** THAT the following correspondence be filed or disposed of accordingly.  
a. SUMA – Call for Resolution **Carried**

**Adjournment**

**210/25**      **Christianson:** THAT this meeting adjourns at 9:21 p.m. **Carried**

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Mayor Steven Christianson

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CAO Amber Patterson