

**Village of Archerwill
Meeting Minutes
Regular Meeting June 17, 2025**

Held Tuesday the 17th day of June, 2025
in the Council Chambers of the Municipal Office at
Archerwill, Saskatchewan

Present:

Mayor Steven Christianson
Councillor Sheldon Kohlen
Councillor Jenna Patterson
Councillor Brad Harley
Councillor: Traci Thorpe
CAO: Amber Patterson

Call to Order

A quorum being present, Mayor Christianson called the meeting to order at 6:03 p.m.

Adoption of Agenda

103/25 Kohlen: THAT the agenda as amended for the Regular Meeting June 17, 2025 be approved as presented.

Carried

Minutes

104/25 Harley: THAT the minutes of the Regular Meeting of council held on May 20, 2025 and Special Meeting of council held on June 2, 2025 be approved as presented.

Carried

Accounts and Easypay

105/25 Patterson: THAT payment of the accounts represented by cheques #4291 To #4309 totaling \$29,369.40; online payment vouchers #0050 to #0061 totaling \$11,005.14. Easypay reference numbers r000535 to r000539 totaling \$7,335.28 with a grand total of \$47,709.82 be approved as presented and the payment registers attached hereto.

Carried

Financial Reports

106/25 Thorpe: THAT the Financial Statements for the period ending May 30, 2025 and the six May 2025 bank reconciliation reports be approved as presented and a financial summary attached hereto.

Carried

Reports

107/25 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 – May 2025
Administrator’s Report –verbal
Mayor Report – verbal
Council Reports - verbal

Carried

- 108/25 Lagoon Expansion**
Patterson: THAT Council accepts reports from previous meeting with RM of Barrier Valley. A Draft agreement will be drawn up by the Village Administrator along with the RM Administrator. Council is waiting to learn how long the warranty will be on the expansion, as there were some concerns this spring. Dump fees will be \$50.00 per tandem axel truck and \$40 per single axel truck.
Carried
- 109/25 Canada Post Janitorial Contract**
Thorpe: THAT Council has will postpone a decision until more information is collected by the CAO.
Carried
- 110/25 Fire Protection Financials**
Harley: THAT Council has been able to review the financials and has no concerns or questions.
Carried
- 111/25 2024 Audit Package**
Harley: THAT Council approves the 2024 Audited Financial Statements provided from HSA Chartered Professional Accountants and therefore Council approves the Mayor and Administration signing off approving the 2024 Audit. Furthermore, Council has discussed and there have been no subsequent events occur or contingencies arise, from December 31, 2024 up to this current date, which would have material impact on the Financial Statements approved here today.
Carried
- 112/25 2024 Audit Package - Signatures**
Thorpe: THAT Council acknowledge that the Mayor and Administration have signed the Management’s Responsibility page, the Adjusted Journal Entries, and the Management Representation Letter as required by our Auditors, HSA Chartered Professional Accountants.
Carried
- 113/25 Letter of Concern – Patterson**
Thorpe: THAT the letter received from J & K Patterson regarding water line repair on property be accepted as information. Council has agreed to pay half of the bill submitted in the amount of \$393.75 as it is a flush line for the Village.
Carried
Councillor Patterson declare conflict of interest – steps out 8:41 p.m. and returns at 8:47 p.m.
- Steps out at 8:53 and returns at 8:58 p.m.
- 114/25 4Sight Group Invoice**
Patterson: THAT Council has reviewed the invoice and has advised the CAO to pay the balance.
Carried
- 115/25 Building Permit Application - Lupien**
Harley: THAT W. Lupien Building Permit application be approved based on the information provided and be issued subject to stated conditions as required by the Village’s Official Building Inspector.
Carried

- Lot D Plan 101768508 water shut off**
- 116/25 Kohlen:** THAT Administration instruct the Foreman to shut off the water to Lot D Plan 101768508 as per bylaw 06/2019 if payment is not received by June 30th, 2025. **Carried**
- Waterworks Inspection**
- 117/25 Christianson:** THAT Council has acknowledged the waterworks inspection provided to them, dated May 4, 2025, conducted by the Water Security Agency. Council has discussed all comments listed and has no further questions. **Carried**
- Water Pump Upgrade**
- 118/25 Kohlen:** THAT council will upgrade the water pump at the East Well with the hopes that this will then bring down the cost of the WTP upgrade UV lights. Cost of the pump from Aquifer in Prince Albert is \$2,548.86, taxes included.
- AR Custom Work – Grass Cutting**
- 119/25 Thorpe:** THAT Council will allow the town foreman to do custom grass cutting and will be charged with the same wages as snow removal, \$60/hour, minimum charge will be half hour. **Carried**
- RFNow Inc Proposed New Path**
- 120/25 Kohlen:** THAT Council has reviewed the proposed path for the new fibre optic cable and will approve. **Carried**
- KGS Payment**
- 121/25 Patterson:** THAT Council has reviewed the invoice sent by KGS for May’s professional service in the amount of \$7891.50 and has advised the CAO to pay this. **Carried**
- Correspondence**
- 122/25 :** THAT the following correspondence be filed or disposed of accordingly.
- a. CPAA
 - b. CASP
 - c. Canadian Fallen Heroes
 - d. Wapiti Regional Library
- Carried**
- Adjournment**
- 123/25 Christianson:** THAT this meeting adjourn at 9:48 p.m. **Carried**

Mayor Steven Christianson

CAO Amber Patterson