

MINUTES
TOWN OF KERROBERT REGULAR MEETING OF COUNCIL
Wednesday, May 14th 2025 AT 7:00 PM

PRESENT:

Mayor: Michael Mitchell
Councillors: Connor Phillips, Kim Burgardt, Lisa Knorr, Regis Neumeier, Cody Hall
Absent: Don Snell, (with regrets)
Staff: Tara Neumeier CAO,
Public: None

CALL TO ORDER: Mayor Mitchell called the meeting to order at 7:06p.m.

PUBLIC HEARING None

DELEGATIONS:

- a. Kerrobert Sask Housing Board – members Sharon Armstrong, Chandra Schraefel, Becky Sperling, Gerri Walz and Jan Phillips

110/2025 Knorr:
That the Council go into a Closed Meeting, subject to Section 129 of the Municipalities Act Local Authority Freedom of Information and Protection of Privacy Part III Sec 23,27 and 28(1) to discuss concerns that discuss personal information related to residents.

Carried

111/2025 Burgardt:
That Council conclude the Closed Meeting and Resume the Regular Meeting of Council at 7:44 pm

Carried

- b. Fire Chiefs from Kindersley, Jeff Soveran and Tyler Bairos, and Local Fire Chief Jace Kissick, enter for a discussion with Council regarding the future push from the provincial Saskatchewan Volunteer Fire Fighters Association regarding The Fire Minimum Standards Guide and the levels of service and what is required for training. This is not mandatory yet but Kindersley feels it is only a matter of time before it becomes that way.
They are meeting with Council to extend their training program free of charge for the NFPA 1001 Level 1 Certification. This was an information session for Council to inform themselves of future considerations and legislation that will affect our local fire department.

ADDITIONS TO AGENDA:

112/2025 Burgardt:
That late item 6 (c) the Revised boundary for the SaskTel subdivision and item 9(a) Bylaw 1103-25 a Bylaw to Amend Bylaw No. 995-14 be added to and form part of this agenda.

Carried

APPROVAL OF THE MINUTES:

113/2025 Knorr:
The minutes from the Regular Meeting of the Council of the Town of Kerrobert held on April 23rd 2025, be approved. Further, they are filed in the Municipal Records.

Carried

MANAGEMENT REPORTS:

114/2025 Hall:
That the three flags by the Caboose on the corner of Pacific Ave and McInnis Street be removed in their entirety, due to the condition of the flag poles themselves. Furthermore, there are already the same three flags on that same corner across the street in the park.

Carried

115/2025 Hall:
That the Administrative Trackers dated April 23rd be received for information.

Carried

116/2025 Burgardt:
That the Employee Payroll Summary Report for the month of April 2025 be received for information.

Carried

117/2025 Neumeier:
That the Bank Reconciliation dated April 30, 2025 be received for information.

Carried

118/2025 Phillips:
That the Statement of Financial Activities – Summary dated April 30th 2025 be received for Information.

Carried

APPROVALS:

119/2025 Hall:
That the List of Proposed Payments totaling \$144,549.69 starting at cheque 30583 to 30616 inclusive including online payments of \$81,977.65 be approved. Furthermore, the List of Proposed Payments is attached per Schedule "A" which shall form part of these minutes.

Carried

**** Mayor Mitchell declared a conflict of interest with item 6(b) and left council chambers at 9:03 pm**

120/2025 Knorr:
That the request to remove a boulevard tree at 644 Saskatchewan Ave and replace with one Boulevard tree at the Town's cost be approved.

Carried

****Mayor Mitchell re-entered council chambers at 9:08 pm**

****Councillor Neumeier declared a conflict of interest with item 6(c) and left council chambers at 9:08 pm**

121/2025 Hall:
That the Council approved the revised boundary alterations for the proposed SaskTel subdivision.

Carried

**** Councillor Neumeier re-entered chambers at 9:10 pm**

COMMITTEES & OUTSIDE BOARDS:

122/2025 Burgardt:
That the Regular Meeting of the Kerrobert and District Recreation Board dated April 14th 2025 be accepted for information.

Carried

123/2025 Phillips:
That the Prairie Bylaw Audit List from the May 6th town visit be received for information. Furthermore, that the fine for the Dog Bite be mailed.

Carried

CORRESPONDENCE:

BYLAWS:

124/2025 Hall:
That Bylaw No 1103-25, A Bylaw to Amend Bylaw 995-14 Known as the Bylaw hereby be introduced and read a first time.

Carried

NEW BUSINESS:

125/2025 Hall:
That Council go into a Closed Meeting, subject to Section 120 of *The Municipalities Act* Local Authority Freedom of Information and Protection of Privacy Part III Sec .18 to discuss the 2025 Budget considerations and wages.

Carried

126/2025 Hall:
That the Council conclude the closed meeting and resume the Regular Meeting of Council at 10:05 pm.

Carried

127/2025 Hall:
That the Council continue proceedings past 10:00 pm which occurred while in closed meeting.

Carried

128/2025 Knorr:
That the Council for the Town of Kerrobert pass the 2025 Budget for the Town that shows Total 2025 Budget Revenues of \$3,802,620, budgeted expenses of \$3,768,230 with a surplus of \$34,390. Included the budget is wages totalling \$970,387.42 presented by a summary document. Furthermore, that the Mill Rate currently set at 14.85 will remain unchanged for the purposes of levying the 2025 Taxes.

Carried

129/2025 Neumeier:
That the CAO is approved to sign the Request for Financing letter of commitment from the Kerrobert Credit Union to obtain financing for the Local Improvement Phase 2A replacement of 2 blocks of sewer mains.

Carried

130/2025 Neumeier:
Be It Resolved:
THAT application be made to the Local Government Committee for permission to borrow A sum not to exceed \$1,685,782.00 for the purpose of financing the final costs related to the Town's share and residence share of the local improvement phase 2A- Sewer Replacements AND that the amount of the debt shall be payable in annual payments of principal and interest for a term of 15 years. The interest rate will be fixed at 4.25% for years 1 through 5 and for years 6 through 15 continue at a variable rate of Prime - .7%. These payments will commence July 31 2026 and continue every July until the loan is paid in full, from year 2026 to 2040 inclusive.
AND that any prepayment of the Special Assessment Levy will be applied directly to the balance Of the loan with no prepayment penalties incurred by the Town of Kerrobert from the Kerobert Credit Union unless it is being paid in full to move to another institution.

Carried

131/2025 Phillips:
That draft Kerrobert Business Curb Appeal Incentive be approved for distribution with when the following amendments are done:
1. Under timeline, please add after first come first serve upon approval of Council at the next Council Meeting.
2. Under How it Works number 2 allow with submitting your receipts to the Town Office Please provide a before and after picture of your improvements, to ensure the was aesthetically pleasing for the Town.

Carried

ROUND TABLE:

ADJOURNMENT:

132/2025 Hall:
That the meeting adjourns at 10:47 p.m.

Carried

Certified to be a true and correct
Copy of the Regular Meeting of New
Council held May 14th 2025



Mayor



Chief Administrative Officer
Town of Kerrobert

Date Printed
2025-05-09 2:04 PM

TOWN OF KERROBERT
List of Accounts for Approval
Batch: 2025-00020 to 2025-00021

Page 1

Bank Code - AP - AP-GENERAL OPER

COMPUTER CHEQUE

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
30583	2025-04-23	Pollard, Jaimi Advance	Payment in Advance of April 30	1,500.00	1,500.00
30584	2025-05-09	Bahm's Auto Service & Supply Apr 25 Bahm's	April 2025 Statement Bahm's	2,780.25	2,780.25
30585	2025-05-09	Burgardt, Kimberly SUMA 2025 Milag	SUMA 2025 Milage - Kim	217.00	217.00
30586	2025-05-09	Canoe Procurement Group CA183892	Brush kits, seal flap, bolts	839.21	839.21
30587	2025-05-09	CCASK Construction Code Authority 10922	Permit #25001 - Hyduk garage 219	618.03	618.03
30588	2025-05-09	Delco Automation Inc. M45345	2025 Ext Service & Support	16,050.16	16,050.16
30589	2025-05-09	Flocor Inc. 7053578	3/4" bottom cap, gskt, liner, chamb	788.05	788.05
30590	2025-05-09	Hall, Staci 2601020	Muffin liners, pompoms, blank carc	55.47	55.47
30591	2025-05-09	Jensen Stromberg LLP 3112	Prepare 2024 Financial Statement	13,098.00	13,098.00
30592	2025-05-09	Jersey Shore Technology Inc. 001	No show hockey games	193.12	193.12
30593	2025-05-09	Johnson, Kyle May 2025 Kyle	Cell Phone Subsidy	35.00	35.00
30594	2025-05-09	Kerrobert Reddimart Mar 25 Reddi	March 2025 Reddi Mart Statement	94.91	94.91
30595	2025-05-09	Konica Minolta Busn Solutions 501777602	April 2025 Photocopier	347.17	347.17
30596	2025-05-09	Luckett Wenman & Associates 11931 11939	PST/GST Return Refund Review GST refund - ammended rebates	8,825.07 1,611.30	10,436.37
30597	2025-05-09	Millard Holdings Ltd 124 127	White ice, quick crease, blue pails White ice, 6 bags premium	2,297.70 1,176.60	3,474.30
30598	2025-05-09	Mitchell, Michael SUMA 2025 Milag	SUMA 2025 Milage - Mike	217.00	217.00
30599	2025-05-09	MuniSoft 2025/26-01274	It services Premium onbaording	2,323.23	2,323.23
30600	2025-05-09	Murphy, Shawn May 25 Sarcan	Delivery of Reycling to Sarcan 202	581.60	581.60
30601	2025-05-09	Murphy, Brad 20250409	Genie rental - April 9th 1/2 hour	250.00	250.00
30602	2025-05-09	Neumeier, Tara SUMA 2025 Milag May 2025 Tara	SUMA 2025 Milage - Tara Cell Phone Subsidy	217.00 35.00	252.00
30603	2025-05-09	Northbound IN250157 IN250190	Monthly invoice summary Monthly invoice summary	710.85 790.13	1,500.98
30604	2025-05-09	Phillips, Morris			

Date Printed
2025-05-09 2:04 PM

TOWN OF KERROBERT
List of Accounts for Approval
Batch: 2025-00020 to 2025-00021

Page 2

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
		May 2025 Morris		Cell Phone Subsidy	35.00	35.00
30605	2025-05-09	Pinnacle Distribution Inc.				
		6497732		Dura plus	84.63	84.63
30606	2025-05-09	Prairie Bylaw				
		Issued Lewicki, Matthew				
		004-2025		Bylaw Services - April 4 2025	774.84	774.84
30607	2025-05-09	Rico's Gym				
		HRP-69 Mari 25		Marli Shepherd gym pass (partial)	250.00	250.00
30608	2025-05-09	Saskatchewan Research Council				
		3013779		Water Analysis	33.86	
		3014280		Water Analysis	33.86	67.72
30609	2025-05-09	Schlosser-Mitchell, Jessica Margaret				
		SEDA 2025		Milage for SEDA conference	104.18	104.18
30610	2025-05-09	Schlosser, James				
		May 2025 Jim		Cell phone subsidy	35.00	35.00
30611	2025-05-09	SGI				
		677KEN 2025		Diamon Trailer 2025 677 KEN	114.68	114.68
30612	2025-05-09	Shepherd, Marli				
		May 2025 Marli		Monthly Fuel Subsidy	50.00	50.00
30613	2025-05-09	Your Southwest Media Group				
		13103		Cemetery Cln Up 2025 2 issues	163.80	163.80
30614	2025-05-09	Technical Safety Authority				
		BR-153866		Annual License to Operate 2025	397.00	397.00
30615	2025-05-09	Town of Kerrobert				
		17		Roll #447 Hood tax payment - 17	1,296.00	
		HRP-69 Tara 25		HRP-69 Aquacises 10 pass x 2 Ta	160.00	
		May 25 #132 DV		Roll #132-Voykin Tax Payment	136.00	
		May 25 #513 KJ		Utility/Tax Acct 513 0010	601.36	
		May 25 #537 JS		Account 537 - Schlosser UT/TX	367.98	
		May 25 #425 JSM		Tax Account #425 000 Jessica	300.00	
		18		Roll #447 Hood tax payment - 18	1,944.00	4,805.34
30616	2025-05-09	Vollman, Jerry				
		May 2025 Jerry		Cell Phone Subsidy	35.00	35.00
Total Computer Cheque:						62,569.04

ONLINE BANKING

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
2025-0067	2025-05-09	Access Communications Co-op Lt				
		Apr 2025 Cable		Cable	130.60	130.60
2025-0068	2025-05-09	Canada Post Corporation				
		9956098242		Water Analysis Postage	62.01	62.01
2025-0069	2025-05-09	MC				
		Issued Collabria Mastercard				
		Mar22-Apr21 MC		Mar 22-Apr 21, 2025 MasterCard	4,092.66	4,092.66
2025-0070	2025-05-09	Kindersley & District Co-op				
		423441		Jerry cans misc April 2025	23.00	23.00
2025-0071	2025-05-09	Loraas Disposal North Ltd.				

Date Printed
2025-05-09 2:04 PM

TOWN OF KERROBERT
List of Accounts for Approval
Batch: 2025-00020 to 2025-00021

Page 3

ONLINE BANKING

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
			Apr 2025 Loraas	April 2025 Loraas	19,309.22	19,309.22
2025-0072	2025-05-09	Millsap Fuel Distributors				
			Apr 2025 Fuel	April 2025 Fuel	1,681.07	1,681.07
2025-0073	2025-05-09	Minister of Finance				
			LCT Jan-Mar 25	Jan-Mar 2025 LCT	1,713.48	1,713.48
2025-0074	2025-05-09	Minister of Finance				
			Apr 2025 EPT	April 2025 EPT Return	9,187.06	9,187.06
2025-0075	2025-05-09	Municipal Employees'				
			Apr 2025 MEPP	April 2025 MEPP remit	9,671.00	9,671.00
2025-0076	2025-05-09	Poulin's Pest Control				
			1771311	Monthly pest control	89.31	89.31
2025-0077	2025-05-09	Quadient Canada Ltd.				
			May 25 Quadient	Postage for Postage Machine	800.00	800.00
2025-0078	2025-05-09	Receiver General Of Canada				
			Apr 2025 Remitt	Govt Remittances April 2025	21,292.91	21,292.91
2025-0079	2025-05-09	SaskEnergy				
			Apr 2025 Energy	April 2025 Energy	5,158.22	5,158.22
2025-0080	2025-05-09	SaskTel Cmr				
			Apr 2025 Phones	April 2025 Phones	1,074.99	1,074.99
2025-0081	2025-05-09	SaskTel Cmr				
			Apr 2025 Cells	April 2025 Cell Phones	291.80	291.80
2025-0082	2025-05-09	Sask Provincial Sales Tax				
			2025 Q1	PST Remitt - Q1 2025	1,094.33	1,094.33
2025-0083	2025-05-09	SUMA				
			May 2025 SUMA	May 2025 Benefits	4,152.26	4,152.26
2025-0084	2025-05-09	Town of Kerrobert				
			Apr 25 W/S Bill	April W/S Bills	2,153.73	2,153.73
					Total Online Banking:	81,977.65

Total AP: 144,546.69

Certified Correct May 14, 2025



Mayor Michael Mitchell