

MINUTES
TOWN OF KERROBERT REGULAR MEETING OF COUNCIL
January 14th , 2026 AT 7:00 PM

PRESENT:

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

CALL TO ORDER: Mayor Mitchell called the meeting to order at 7:03 p.m.

PUBLIC HEARING:

DELEGATIONS:

- a. Adam Hicks with SUMAInvest presented about a new opportunity for Municipalities to invest money with their company to see higher returns on reserve income.

ADDITIONS TO AGENDA:

APPROVAL OF THE MINUTES:

01/2026 Phillips:
The minutes from the Regular Meeting of the Council of the Town of Kerrobert held on December 17th 2025, be approved. Further, they are filed in the Municipal Records.

Carried

MANAGEMENT REPORTS:

02/2026 Snell:
That the Administrative Trackers dated December 17th, 2025, be received for information.

Carried

03/2026 Hall:
That the Council for the Town of Kerrobert approve the Consent Agenda for the January 14th, 2025 Meeting and that the following items be received and adopted as presented:

- a. Statement of Financial Activities as of December 31, 2025
- b. Bank Reconciliation for December 31, 2025
- c. Overtime Tracker Report for the year 2025
- d. Reserve Fund Report as of December 31, 2025
- e. Employee Payroll Report for December 31, 2025
- f. November RCMP Report

Carried

APPROVALS:

04/2026 Burgardt:
That the List of Proposed Payments totaling \$320,324.45 starting at cheque 31047 to 31105 inclusive, including online payments of \$99,579.71. Furthermore, the List of Proposed Payments is attached per Schedule "A" which shall form part of these minutes.

Carried

COMMITTEES & OUTSIDE BOARDS:

05/2026 Hall:
That the Pioneer Haven year to date financial income statement as of November 30th, 2025 and meeting minutes for the months of November and December 2025 be accepted for information.

Carried

CORRESPONDENCE:

06/2026 Phillips:
That, after consideration, the Town of Kerrobert declines to enter into the Simplified Emergency Management Mutual Aid Agreement proposed by the RM of Redford at this time.

Carried

07/2026 Phillips:
That the Town of Kerrobert reduce landfill operating hours to align with the income generated from landfill fees currently charged on utility bills, in accordance with the schedule previously presented by Administration: November -March 31 (Winter Hours) alternating Saturdays 9am -1 pm, and 2-5 pm. April – October 31st (Summer Hours) alternating Saturdays 9 am -1 pm and 2-7pm with every other Wednesday between the Saturdays 6-9 pm.

Further, that a \$20 entry fee be implemented for each use of the landfill, applicable to individual residents of the Town of Kerrobert and the RM of Mariposa only.

Further, that existing trailer and truck charges for contractors remain unchanged, pending further consultation and consideration regarding the disposal of contractor waste at the transfer station. This will be revisited after a year to determine if it is feasible to continue or prices need to be re-implemented.

Carried

BYLAWS:

NEW BUSINESS:

- 08/2026 Burgardt:
That the Committee and Outside Boards for 2026 remain as presented from the 2025 List with the Following adjustments. Councillor Snell will replace Councillor Hall as a representative on the Western Regional Landfill Executive and that Prairie Bylaw be an appointed as the 2026 Town Bylaw Officer.
- Carried
- 09/2026 Hall:
That the amended updated rates in Policy TS001 Custom Work Rates be approved and implemented Going forward.
- Carried
- 10/2026 Hall:
That heated stair treads be purchased for one side of the front courthouse stairs, and staff complete the required work to install a dedicated power source to mitigate icy conditions caused by snow melt and runoff from the roof when temperatures fluctuate.
- Carried
- 11/2026 Burgardt:
That the Council for the Town of Kerrobert move into a closed meeting at 9:15pm to discuss quotes on future upgrades to the radio system at the Water Treatment Plant and a draft RFP for the hay land surrounding Kerrobert.
- Carried
- 12/2026 Snell:
That the Council for the Town of Kerrobert resume the regular meeting of Council at 10:26pm
- Carried
- 13/2026 Hall:
That Council continue proceedings past 10:00 p.m. as per Council Procedures Bylaw No. 1010-16.
- Carried
- 14/2026 Hall:
That the CAO make the necessary adjustments to the draft RFP for Hay land and it be advertised after a final review of Council by electronic means.
- Carried

15/2026 Phillips:

That the LAFOIP Access to Information Request be charged full fees per the Town Policy and the request to waive fees be denied.

Carried

ITEMS – NO ACTION TAKEN:

ROUND TABLE:

ADJOURNMENT:

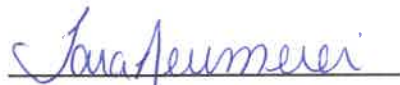
16/2026 Burgardt:

That the meeting adjourns at 11:01 p.m.

Carried

Certified to be a true and correct
Copy of the Regular Meeting of New
Council held January 14, 2026.



Mayor

Chief Administrative Officer
Town of Kerrobert

TOWN OF KERROBERT
List of Accounts for Approval
Batch: 2025-00058 to 2026-00002

Bank Code - AP - AP-GENERAL OPER

COMPUTER CHEQUE

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
31047	2025-12-31	Accu-Flo	122185	Neptune belt clip	11,020.00	11,020.00
31048	2025-12-31	Angele, Derek	LI Reimburse	Ovrpmt on LI Levy - 329 AB Angel	1,000.00	1,000.00
31049	2025-12-31	BeePLUS Workplace Solutions	347179	Copy paper for printer	376.85	376.85
31050	2025-12-31	Burgardt, Kimberly	Jul-Dec 25 Renu	Jul - Dec 2025 Renumeration - Kin	1,080.00	1,080.00
31051	2025-12-31	Delta Co-operative Association	1004902	Snow shovels	184.21	184.21
31052	2025-12-31	Doddsland Stars	Bar Proceeds-1	20% Bar Proceeds, Nov 1-Dec 13/	2,031.31	2,031.31
31053	2025-12-31	Hall, Cody	Jul-Dec 25 Renu	Jul - Dec 2025 Renumeration - Co	1,180.00	1,180.00
31054	2025-12-31	Huculak, Thiery	1561	Reimburse burst pipe-prior staff	602.12	602.12
31055	2025-12-31	Kerrobert Backhoe Service	0811	Curbstop dig @ 126 Manitoba	2,580.75	2,580.75
31056	2025-12-31	Kerrobert Football Association	2025 Benevity	Benevity Donation - Don Snell (Enl	2,500.00	2,500.00
31057	2025-12-31	Kerrobert Chamber of Commerce	2025 BL Share	2025 BL & SC Share	14,590.00	14,590.00
31058	2025-12-31	Kerrobert Historical Society - Museum	HBs 2025	2025 History Book sales	220.00	220.00
31059	2025-12-31	Kerrobert Courtroom Gallery	Stadnyk Don-2	Stadnyk Donation #2- Dec 5 2025	500.00	500.00
31060	2025-12-31	Knorr, Lisa	Jul-Dec 25 Renu	Jul - Dec 2025 Renumeration - Lis	1,790.00	1,790.00
31061	2025-12-31	Mitchell, Michael	Jul-Dec 25 Renu	Jul - Dec 2025 Renumeration - Mik	4,245.00	4,245.00
31062	2025-12-31	Neumeier, Regis	Jul-Dec 25 Renu	Jul - Dec 2025 Renumeration - Re	1,230.00	1,230.00
			Dec 14 Milage	Milage to Luseland for TSS Grant	28.60	1,258.60
31063	2025-12-31	Phillips, Connor	Jul-Dec 25 Renu	Jul - Dec 2025 Renumeration - Cor	840.00	840.00
31064	2025-12-31	Pinnacle Distribution Inc.	6521416	Garbage bags	31.98	
			6521962	Splash guard	231.79	
			6521963	Garbage bags, cleaning chemicals	381.66	
			6521964	Urinal screens & garbage bags	120.85	766.28
31065	2025-12-31	Pioneers' Haven Co. Inc.	Chenier Donatio	Shirley Chenier Donation PH	100.00	100.00
31066	2025-12-31	POW Emergency Operations	GalaTicketSales	Fire Gala Ticket Sales 2025	1,220.00	1,220.00
31067	2025-12-31	Prairie Bylaw	Issued	Lewicki, Matthew		
			033-2025	Bylaw Services - October 09, 2025	868.71	868.71
31068	2025-12-31	Redhead Equipment	P92554	Volvo Genuine Cooler, sealer ring	6,077.52	6,077.52

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31069	2025-12-31	Rev Energy Services Ltd.				
		26695		136 MB curbsto	138.75	138.75
31070	2025-12-31	Saskatchewan Research Council				
		3025369		Water Analysis	33.86	
		3025537		Water Analysis	33.86	67.72
31071	2025-12-31	Snell, Don				
		Jul-Dec 25 Renu		Jul - Dec 2025 Renumeration - Do	1,455.00	1,455.00
31072	2025-12-31	Tint Doctor				
		19116		Laminate 2 nature trail signs	163.74	163.74
31073	2025-12-31	U18 Kerrobert Minor Hockey				
		Ice Melt Fundrs		Ice melt x 1 for 2025 fundraiser	30.00	30.00
31074	2025-12-31	Western Litho Printers				
		200029		Roadata Decals	33.13	33.13
31075	2025-12-31	Your Southwest Media Group				
		14942		Christmas Greetings 2025	168.00	
		15008		Remembrance Day 2025	68.25	236.25
31076	2026-01-09	Aon Reed Stenhouse Inc.				
		3700000140336		Cyber Renewal Policy 2026	3,842.50	3,842.50
31077	2026-01-09	Aon Reed Stenhouse Inc.				
		2026 Premiums		Premiums for 2026	108,371.00	108,371.00
31078	2026-01-09	Bahm's Auto Service & Supply				
		Dec 25 Bahm's	Accrual	December 2025 Statement Bahm's	1,411.53	1,411.53
31079	2026-01-09	Cleartech Industries Inc				
		INV1193195		CL268 Chlorine x 2 cyl	1,430.44	
		CM421474		Container deposit return	-577.50	852.94
31080	2026-01-09	Delco Automation Inc.				
		M46719		Antiscalent-Vitec 3000	3,186.75	3,186.75
31081	2026-01-09	Delta Co-operative Association				
		1005653		Toilet lever for upstairs in CH	22.19	22.19
31082	2026-01-09	District #30 A.D.D. Board				
		895587	Accrual	2024 Levy Adjustment	1,093.56	1,093.56
31083	2026-01-09	Fed Of Canadian Municipalities				
		48000-P5S5T2		2026 Membership & contribution	385.53	385.53
31084	2026-01-09	Golden Prairie Lodge				
		Nov & Dec 2025	Accrual	Nov & Dec 2025 Fuel	508.94	508.94
31085	2026-01-09	Johnson, Kyle				
		Work Clothes 25	Accrual	Work Clothing Allowance 2025	188.67	188.67
31086	2026-01-09	Kerrobert Backhoe Service				
		0812		Hydrant dig on corner of Col & Lar	2,947.05	2,947.05
31087	2026-01-09	Konica Minolta Busn Solutions				
		505835419	Accrual	December 2025 Photocopier	381.45	381.45
31088	2026-01-09	MuniSoft				
		2025/26-03993		Annual software maint 2026	7,858.80	
		2025/26-04596		Equipment Maintenance 2026	1,134.70	
		2025/26-04873		It services Premium onbaording	3,983.79	
		2025/26-05308		Utility Remote Meter Read ext	3,108.00	
		2025/26-05492		CAO & Front desktops, monitor	4,191.03	20,276.32
31089	2026-01-09	Murlin Electronics AVU				
		309846		2026 Website domain hosting	416.83	416.83
31090	2026-01-09	Neil Charteris Reclamation Services				

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			25186	Accrual Safety Fence rental & take down	4,845.15	
			25187	Accrual Snow Removal Truck Dec 6 & 7 2025	3,402.00	8,247.15
31091	2026-01-09	Prairie Branches	850	Custom Paper Shredding	15.00	15.00
31092	2026-01-09	Rev Energy Services Ltd.	26785	Accrual Attempt repair old heat exchg, instl	1,208.27	1,208.27
31093	2026-01-09	Sask. Assoc. of Fire Chiefs	2026 Membership	Jace and Luke chief membership	420.00	420.00
31094	2026-01-09	Saskatchewan Parks And	SINV-000060	Accrual Comporessor and Ice Maint log bo	186.75	186.75
31095	2026-01-09	Saskatchewan Research Council	3026319	Water Analysis	33.86	33.86
31096	2026-01-09	Saskatchewan Volunteer Fire Fighters	2026 membership	2026 SVFFA Membership	350.00	350.00
31097	2026-01-09	Minister of Finance	254023	Accrual Urban Binder Release 2025-2	267.75	267.75
31098	2026-01-09	Saskatchewan Waste Reduction	36257	2026 Membership	200.00	200.00
31099	2026-01-09	SUMA	VFF-000106630	Volunteer Fire Ins Opt C	1,414.40	1,414.40
31100	2026-01-09	SUMA	MEM-000106829	2026 Membership Fee	2,023.98	2,023.98
31101	2026-01-09	Triod Supply 2011 Ltd.	168125	Accrual Screws	139.78	
			168126	Accrual Scaper nuts	61.56	201.34
31102	2026-01-09	UMAAS	SI-2569	2026 Membership Tara	350.00	350.00
31103	2026-01-09	Webb's Office Equipment Inc.	44647	Accrual Sealing solution 4L	109.64	109.64
31104	2026-01-09	West Central Municipal Gov't	61-2026	2026 Membership @ \$0.45 per ca	436.50	436.50
31105	2026-01-09	Wheatland Regional Library	5602	2026 Library Levy	4,238.90	4,238.90
Total Computer Cheque:						220,744.74

ONLINE BANKING

Payment #	Date	Vendor Name	Invoice #	Reference	Invoice Amount	Payment Amount
2025-0220	2025-12-31	Access Communications Co-op Lt	Jan15-Feb14 25	Jan 15-Feb 14 2026 Cable	130.60	130.60
2025-0221	2025-12-31	Canada Post Corporation	98000211231	Water Analysis Postage	10.63	
			96000238027	Water Analysis Postage	11.41	
			99000251894	Water Analysis Postage	10.50	32.54
2025-0222	2025-12-31	MC	11/22-12/22 25	11/22-12/22 25 MC	1,961.90	1,961.90
2025-0223	2025-12-31	Municipal Employees'	Dec 2025 MEPP	December 2025 MEPP remit	8,045.36	8,045.36
2025-0224	2025-12-31	Receiver General Of Canada	Dec 2025 Remitt	December 2025 Remittances	13,864.45	13,864.45

Date Printed
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2025-0225	2025-12-31	SaskEnergy				
		Dec 2025 Energy		December 2025 Energy	7,267.16	7,267.16
2025-0226	2025-12-31	SaskTel Cmr				
		Dec 2025 Cells		Dec 2025 Cell Phones	292.62	292.62
2025-0227	2025-12-31	SaskTel Cmr				
		Dec 2025 Phones		December 2025 Phones	817.98	817.98
2026-0001	2026-01-09	Loraas Disposal North Ltd.				
		Nov 2025 Loraas	Accrual	November 2025 Loraas	19,408.97	
		Dec 2025 Loraas	Accrual	December 2025 Loraas	19,506.14	38,915.11
2026-0002	2026-01-09	Millsap Fuel Distributors				
		Dec 2025 Fuel	Accrual	December 2025 Fuel	1,805.63	1,805.63
2026-0003	2026-01-09	Minister of Finance				
		Dec 2025 EPT	Accrual	December 2025 EPT Return	17,214.89	17,214.89
2026-0004	2026-01-09	Poulin's Pest Control				
		1843584	Accrual	Monthly pest control	89.31	89.31
2026-0005	2026-01-09	SaskPower				
		Nov13-Dec12 25	Accrual	Nov13-Dec12 25 436 Pac Power	207.52	207.52
2026-0006	2026-01-09	Sask Provincial Sales Tax				
		2025 Q4	Accrual	PST Remitt Q3 2025	2,844.76	2,844.76
2026-0007	2026-01-09	SUMA				
		Jan 2026 SUMA		Jan 2026 Benefits	3,954.74	3,954.74
2026-0008	2026-01-09	Town of Kerrobert				
		Dec 25 W/S	Accrual	December 2025 W/S Bills	2,135.14	2,135.14
					Total Online Banking:	99,579.71

Total AP: 320,324.45

Certified Correct January 14, 2026


Mayor Michael Mitchell