

RURAL MUNICIPALITY OF INVERGORDON No. 430

Regular meeting of Council held in the R.M. Council Chambers

7 Danchuk Drive in Crystal Springs, SK

May 6, 2026

9:00am

<i>Present:</i>	<i>Reeve</i>	<i>Kevin Hawreschuk</i>
	<i>Councillor, Division 1</i>	<i>Kelvin Dutka</i>
	<i>Councillor, Division 2</i>	<i>Keith Thibault</i>
	<i>Councillor, Division 3</i>	<i>Ryan Mansiere</i>
	<i>Councillor, Division 4</i>	<i>Dale Markling</i>
	<i>Councillor, Division 5</i>	<i>Wayne Bacon</i>
	<i>Councillor, Division 6</i>	<i>Edwin Rundbraaten</i>
	<i>Acting Administrator</i>	<i>Kelly Sandelin</i>

A quorum being present, Reeve Hawreschuk called the meeting to order at 9:03am.

Minutes of Regular Meeting

132/26 Markling

BE IT RESOLVED, that the Minutes of the Regular Meeting of Council held on Wednesday April 8, 2026, be approved as presented.

CARRIED

Minutes of Special Meeting

133/26 Dutka

BE IT RESOLVED, that the Minutes of the Special Meeting of Council held on Friday April 24, 2026, be approved as presented.

CARRIED

Statement of Financial Activities

134/26 Thibault

BE IT RESOLVED, that the Statement of Financial Activities dated April 30, 2026, be accepted as presented.

CARRIED

Bank Reconciliation

135/26 Mansiere

BE IT RESOLVED, that the Bank Reconciliation as of April 30, 2026, be accepted as presented.

CARRIED

Payroll Register

136/26 Rundbraaten

BE IT RESOLVED, that Reference No. 001174 to 001180, and 900096 to 900103 totaling \$42,377.63 as outlined in the Payroll Register (April 2026) attached to and forming part of these minutes, be accepted as presented.

CARRIED

Authorized Expenditure Report

137/26 Bacon

BE IT RESOLVED, that the following authorized expenditures totaling \$57,805.54 as outlined in the Authorized Expenditure Report attached to and forming part of these minutes, be accepted as presented:

- EFT No. 2871 to 2873;
- E-Transfer No. 2026-02;
- Online Banking No. 2026-16 to 2026-21;
- Automatic Withdrawal No. 2026-077 to 2026-082; and
- Credit Card Charges No. 2026-011 to 2026-016.

CARRIED

List of Accounts for Approval

138/26 Markling

BE IT RESOLVED, that the following payments, totaling \$128,052.33, as outlined in the List of Accounts for Approval attached to and forming part of these minutes, be approved for payment:

- Cheque No. 4191 to 4237; and
- EFT No. 2874 to 2904.

CARRIED

Unpaid Taxes Report

139/26 Rundbraaten

WHEREAS, total taxes outstanding as of April 30, 2026, are as follows:

- Current: -\$46,239.26; and
- Arrears and Interest: \$217,616.17.

BE IT RESOLVED, that the Unpaid Taxes Report be accepted as presented.

CARRIED

Staff Report (Administrator)

140/26

BE IT RESOLVED, that the Administrator's verbal report be accepted as presented.

CARRIED

Hire Office Assistant/Assistant Administrator

141/26 Bacon

WHEREAS, Council considered a recommendation from the Reeve and Administrator regarding the hiring of an Office Assistant;

BE IT RESOLVED, that Council approve the hiring of Shawna Orenchuk as Office Assistant on a full-time basis (35 hours per week) at an hourly wage of \$24.00, effective upon acceptance of employment, with a start date of May 11, 2026.

BE IT FURTHER RESOLVED, that upon successful completion of the probationary period and meeting the requirements of the position, the position may transition to Assistant Administrator, at which time compensation shall change to an annual salary of \$45,500, based on a 35-hour work week.

CARRIED

Correspondence

142/26 Mansiere

BE IT RESOLVED, that the following Correspondence be filed as listed:

- 2026-27 WSA Program Changes
- HAS 2025 Audit Planning Letter & Independence Confirmation

CARRIED

Timekeeping Application Proposal

143/26 Mansiere

WHEREAS, Council identified a need to modernize and improve the Rural Municipality of Invergordon No. 430's timekeeping and work-tracking processes;

WHEREAS, Council engaged Greenline Consultants to prepare a comparative analysis of available timekeeping applications;

WHEREAS, Administration reviewed the comparative analysis and recommended Connecteam as the timekeeping application best suited for administrative oversight and staff use;

BE IT RESOLVED, that Council approve the purchase and implementation of the Connecteam timekeeping application for municipal operations, at an estimated annual cost of approximately \$2,415.36 CAD for the required user licenses;

BE IT FURTHER RESOLVED, that Administration be authorized to complete all necessary subscription, setup, and implementation requirements.

CARRIED

Municipal Hail Withdrawals

144/26 Bacon

BE IT RESOLVED, that Council hereby approves the lands to be withdrawn from the Saskatchewan Municipal Hail Insurance program as per the March 31, 2026 Withdrawal List.

CARRIED

Assessment Roll

145/26 Rundbraaten

BE IT RESOLVED, that in accordance with Section 204 of *The Municipalities Act*, Council hereby acknowledge the municipal assessment roll for the year 2026 shall be prepared and open for inspection with notices issued on April 29, 2026.

CARRIED

Canada Summer Jobs Program: Contract

146/26 Hawreschuk

BE IT RESOLVED, that Council acknowledge the RM's participation in the 2026 Canada Summer Jobs Program for the following positions:

- One (1) Municipal General Labourer, and
- One (1) Municipal Office Clerk,

at a wage rate of \$18.00 per hour, with the program providing a contribution of \$7.68 per hour toward eligible wages for up to 35 hours per week per position, for a period of 8 weeks from June 29, 2026 to August 29, 2026;

BE IT FURTHER RESOLVED, that the Municipal General Labourer position may work additional hours as required by the municipality, with such hours being fully funded by the RM;

AND, that the Administrator is hereby authorized to sign the Canada Summer Jobs Agreement and all related documents on behalf of the municipality.

CARRIED

Canada Summer Jobs Program: Advertise

147/26 Thibault

BE IT RESOLVED that advertisement be posted for applications to be submitted to the RM for the summer positions of Municipal General Labourer and Municipal Office Clerk, as approved under the 2026 Canada Summer Jobs Program, with applications closing June 12, 2026.

CARRIED

Highways Contract

148/26 Rundbraaten

BE IT RESOLVED, that Council approve Contract #8335-26-06 with the Ministry of Highways (Wakaw Division) for gravel blading and snow removal on Tway Access and the portions of Highway 320 within municipal boundaries, at the RM's current custom work rates, to a maximum of \$50,000.00 or until March 31, 2027 whichever occurs first.

CARRIED

Grid Road Gate Request (SW-05-44-24-W2)

149/26 Markling

WHEREAS, the RM has received a request for permission to install a gate, at the ratepayer's expense, on the grid road located between SW 5-44-24 W2 and NW 32-43-24 W2;

BE IT RESOLVED, that the request be approved.

DEFEATED

Rhona Lake Gate Request

150/26 Dutka

WHEREAS the RM has received a request to install a gate across Fleming Road at Rhona Lake, to be funded and installed by the municipality, for the purpose of restricting access and improving security due to reported break-ins and vandalism;

BE IT RESOLVED, that the request be approved.

DEFEATED

SLR Access Agreement (Yellow Creek)

151/26 Dutka

BE IT RESOLVED, that Council authorize entering into a Consent to Access and Perform Work Agreement with Suncor Energy Products Partnership and SLR Consulting (Canada) Ltd. to permit access to RM lands (road/right-of-way) adjacent to Lot 6 Block 11 Plan BW2629, Yellow Creek, for the purpose of borehole drilling and installation of groundwater monitoring wells;

BE IT FURTHER RESOLVED, that the Administrator is authorized to sign the agreement on behalf of the municipality.

CARRIED

Final Proof of Loss – 2018 JD 250G Excavator

152/26 Thibault

WHEREAS, due to a rollover, there was one hundred percent loss of the 2018 John Deere 250G Excavator that occurred on February 4, 2026.

WHEREAS, a claim was submitted under the SARM Property Self-Insurance Program (PSIP) for the recovery & replacement of the 2018 John Deere 250G Excavator;

BE IT RESOLVED, that Council approve the Final Proof of Loss in the amount of \$281,475.96 be accepted, signed, and submitted for payment, to SARM PSIP.

CARRIED

Recess

153/26 Hawreschuk

THAT, this meeting recess for a lunch break at 11:47am.

CARRIED

Reeve Hawreschuk called the meeting back to order at 12:22pm.

Foreman Toner was present at the time the meeting was called back to order.

Staff Report (Foreman)

Foreman Toner presented his verbal report to Council.

154/26 Bacon

WHEREAS, Foreman Toner discussed the following topics during his formal report:

- RM Gravel Pit flooding update – Crusher Stackers under water
- PDAP Projects & Repairs update

BE IT RESOLVED, that the Foreman's verbal report be accepted as presented.

CARRIED

Foreman Toner departed the meeting at 1:20pm.

Council Reports

155/26 Dutka

WHEREAS, Council has received a report from Councillor Bacon regarding the decommissioning of groundwater monitoring wells at the former RM landfill located at NE-36-43-24 W2;

WHEREAS, discussions have been held with Invergordon Landfill Inc., who have agreed to undertake the decommissioning of the monitoring wells at no cost to the RM;

KS
KH

Council Reports (cont'd)

BE IT RESOLVED, that the RM proceeds with Invergordon Landfill Inc. for the decommissioning of the groundwater monitoring wells.

CARRIED

Landfill Well Decommissioning Proposal (Pinter)

156/26 Markling

WHEREAS, the RM has received a proposal from Pinter & Associates Ltd. for the decommissioning of groundwater monitoring wells at the former RM landfill located at NE-36-43-24 W2;

BE IT RESOLVED, that the proposal from Pinter & Associates Ltd. in the amount of \$5,730.00 plus applicable taxes be accepted.

DEFEATED

In-Camera

157/26 Hawreschuk

BE IT RESOLVED, that pursuant to Council Procedures Bylaw 2015-11 and under the authority of Part III *Exemptions of The Local Authority Freedom of Information and Privacy Act*, Council move into a closed session at 1:20pm for the purpose of discussing Administrator wages.

CARRIED

In attendance: Reeve Hawreschuk, Councillors: Dutka, Thibault, Mansiere, Markling, Bacon, Rundbraaten. Absent from closed session: Administrator Sandelin.

The closed session concluded at 1:37pm, at which time Administrator Sandelin returned to the meeting.

Wage Review – Administrator Contract

158/26 Hawreschuk

WHEREAS, in accordance with Section 25(a) of Administrator Sandelin's Employment Contract, a salary adjustment is to occur upon obtaining a Rural Class "C" Certificate, based on the SARM Suggested Salary Schedule for a first-year Rural Class "C";

WHEREAS, Administrator Sandelin has completed the required coursework and has applied for certification, with issuance expected in May 2026;

BE IT RESOLVED, that Administrator Sandelin's salary be set at \$69,000 annually, in accordance with the 2026 RMAA/SARM Suggested Salary Schedule, effective May 15, 2026;

Handwritten initials: AS, KA

Wage Review – Administrator Contract (cont'd)

BE IT FURTHER RESOLVED, that Administrator Sandelin be reimbursed \$978.75 for out-of-pocket education expenses incurred in completing required certification coursework, with payment to be issued immediately following the meeting.

CARRIED

Extension of Meeting

159/26 Rundbraaten

BE IT RESOLVED, that in accordance with Section 22.2 of the Council Procedures Bylaw, Council agree to extend the meeting beyond 4:00pm.

CARRIED UNANIMOUSLY

2026 Budget

160/26 Rundbraaten

BE IT RESOLVED, that the 2026 Operating Budget, attached hereto and forming part of these minutes, be hereby approved.

CARRIED

161/26 Rundbraaten

BE IT RESOLVED, that the 2026 Capital Budget, attached hereto and forming part of these minutes, be hereby approved.

Adjourn

162/26 Hawreschuk

BE IT RESOLVED, that this meeting be adjourned at 4:48pm.

CARRIED



Kevin Hawreschuk
Reeve



Kelly Sandelin
Acting Administrator