# RURAL MUNICIPALITY OF INVERGORDON No. 430

# Special meeting of Council held in the R.M. Council Chambers 7 Danchuk Drive in Crystal Springs, SK March 31, 2025

3:00pm

Present:	Reeve	Kevin Hawreschuk	
	Councillor, Division 1	Kelvin Dutka	
	Councillor, Division 3	Ryan Mansiere	
	Councillor, Division 4	Dale Markling	
	Councillor, Division 5	Wayne Bacon	
	Councillor, Division 6	Edwin Rundbraaten	
	Administrator	Courtney Beaulieu	
	Assistant Administrator	Kelly Sandelin	
Absent:	Councillor, Division 2	Keith Thibault	

A quorum being present, Reeve Hawreschuk called the meeting to order at 3:04pm.

### Hiring Assistant Administrator

# 077/25 Bacon

BE IT RESOLVED, that the RM hire Darla Taylor as Assistant Administrator at an annual salary of \$57,000, effective April 28, 2025.

**CARRIED** 

# In-Camera

# 078/25 Hawreschuk

BE IT RESOLVED, that Council go in-camera to discuss employment contract at 3:57pm.

**CARRIED** 

Kelly Sandelin departed council chambers at 3:57pm.

Council came back in session at 4:29pm.

Kelly Sandelin returned to council chambers at 4:29pm.

# Appoint Acting Administrator

# 079/25 Bacon

BE IT RESOLVED, that Kelly Sandelin be appointed Acting Administrator for the RM of Invergordon, No. 430 effective April 1, 2025.

AND THAT, Kelly Sandelin be mentored by an Administrator with a Rural "A" Certification from the RMAA over the period of one (1) year in order to obtain her Rural "C" Certification.

**CARRIED** 

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# Acting Administrator Permit

# 080/25 Mansiere

BE IT RESOLVED, that application be made for an Acting Administrator Permit to the Rural Board of Examiners of the RMAA for Kelly Sandelin;

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AND THAT, the permit fee of \$200.00 be authorized to be paid immediately following the adjournment of this meeting to accompany the permit application.

CARRIED

# Mentoring Contract

#### 081/25 Dutka

BE IT RESOLVED, that the RM enter into contract with Lana Bavle of LTB Leadership Services for the provision of Administrative mentorship to Kelly Sandelin for the minimum of one (1) year but until such time that Kelly Sandelin obtains her Class "C" Certificate from the RMAA;

AND THAT, the remuneration shall be at an hourly rate of \$85.00;

AND THAT, the mentorship shall be delivered primarily virtually, however in person sessions may be done when Lana Bavle is in Saskatchewan for other events (e.g. RMAA Annual Convention).

CARRIED

## Signing Authority

# 082/25 Rundbraaten

BE IT RESOLVED, that the Council of the R.M. of Invergordon grant signing authority to Acting Administrator Kelly Sandelin and Deputy Reeve Kelly Dutka.

**CARRIED** 

# Credit Card Changes

# 083/25 Markling

BE IT RESOLVED, that the Acting Administrator cancel previous Administrator Beaulieu's credit card;

AND THAT, a new credit card be assigned to Acting Administrator Sandelin.

**CARRIED** 

#### CRA Representatives

# 084/25 Mansiere

BE IT RESOLVED, that Canada Revenue Authorized representatives be changed from Courtney Beaulieu and Bruce Hunter to Kelly Sandelin, Kevin Hawreschuk and Kelvin Dutka.

CARRIED

# Ratification of Payment

# 085/25 Markling

BE IT RESOLVED, that payment be ratified in the amount of \$3901.16 representing 60% of the estimated cost to repair and install new LED lighting to the Yellow Creek Fire Truck, as approved by majority vote to Administrator Beaulieu on March 20, 2025.

CARRIED

# May Council Meeting Date

#### 086/25 Hawreschuk

BE IT RESOLVED, that the Regular Council Meeting schedule for May 7, 2025 be rescheduled to May 6, 2025 to accommodate attendance by the Mentoring Administrator, Lana Bayle.

CARRIED

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Rural Municipality of Invergordon, No. 430 Regular meeting of Council held in the R.M. Council Chambers, 7 Danchuk Drive in Crystal Springs, SK March 5, 2025

# Office Closure

# 087/25 Rundbraaten

BE IT RESOLVED, that Council acknowledge the closure of the municipal office on Thurs. April 3, 2025 to accommodate Kelly Sandelin's attendance at a Building Permit workshop hosted by RMAA;

AND THAT, Council acknowledge the closure of the municipal office on Fri. April 4, 2025 to accommodate a previously committed vacation day for Kelly Sandelin.

**CARRIED** 

#### In-Camera

## 088/25 Hawreschuk

BE IT RESOLVED, that Council go in-camera to discuss employment contract at 4:54pm.

**CARRIED** 

Kelly Sandelin departed council chambers at 4:54pm.

Council came back in session at 5:02pm.

Kelly Sandelin returned to council chambers at 5:02pm.

# Acting Administrator Employment Contract

## 089/25 Hawreschuk

BE IT RESOLVED, that the Acting Administrator Employment Contract with Kelly Sandelin at an annual salary of \$65,000 dated March 31, 2025 be approved.

**CARRIED** 

# Adjourn

#### 090/25 Hawreschuk

BE IT RESOLVED, that this meeting be adjourned at 5:04pm.

**CARRIED** 

Kevin Hawreschuk

Reeve

Administrator

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