

RURAL MUNICIPAL ADMINISTRATORS’ ASSOCIATION OF SASKATCHEWAN
Minutes of a regular meeting of the Executive Board of the RMAA
Regina, Saskatchewan
March 1, 2025

Present:

President	Sheila Keisig	Balcarres
Vice-President	Michelle Buechler	Paynton
Past President	Guy Lagrandeur	Wilcox (via ZOOM)
Director Ex-Officio	Bill Huber	Lipton
Div. 1 Director	Amanda Baumgartner	Corning
Div. 2 Director	Carol Bellefeuille	Moose Jaw
Div. 3 Director	Raylene Checkley	Richmound (via ZOOM)
Div. 4 Director	Vacant	
Div. 5 Director	Vacant	
Executive-Director	Rose Zimmer	Wolseley

Absent:

Div. 6 Director	Becky LaClare	Edam
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The meeting was called to order at 9:00 a.m. by President Keisig.

<u>AGENDA</u>	1-2025	Vice President Buechler
That the agenda be adopted as presented.		CARRIED

<u>MINUTES</u>	2-2025	Director Baumgartner
That the minutes of the Executive Board Meetings held on November 17 and 18, 2024 be hereby approved as circulated.		CARRIED

<u>FINANCIAL STATEMENTS</u>	3-2025	Director Bellefeuille
That the financial statements for the period ended January 31, 2025 be approved as presented.		CARRIED

<u>SCHEDULE OF ACCOUNTS</u>	4-2025	Director Checkley
That the Schedule of Accounts for the period ending January 31, 2025, in the amount of \$63,736.96 be approved.		CARRIED

At 9:30 a.m. Jill Palichuk attended the meeting Via Zoom to update the board on Board of Examiners and AMP activities. Ms. Palichuk left the meeting at 10:30 a.m.

<u>COMMITTEE REPORTS</u>	5-2025	Past President Lagrandeur
That the verbal committee reports be adopted as presented.		CARRIED

<u>LIFE INSURANCE BENEFITS</u>	6-2025	Vice President Buechler
That we respond to the inquiry from Brad Wiebe informing him that Life Insurance Benefits are mandatory for active Association Members and further that exemptions are non-applicable regardless of carrying coverage elsewhere.		CARRIED

<u>DIVISION DIRECTOR VACANCIES</u>	7-2025	Ex-Officio Huber
That we acknowledge the Division Director vacancies for Divisions Four and Five and further that that elections for these vacancies be held during the Division Meetings at the 2025 annual convention.		CARRIED

<u>MAIP</u>	8-2025	Director Bellefeuille
That we respond to correspondence from Dustin Resch regarding the Municipal Administrator Internship Program (MAIP) affirming the current qualification requirements for a mentor overseeing a trainee.		

<u>ADMINISTRATOR MENTORSHIP REPORT</u>	9-2025	Past President Lagrandeur
That we acknowledge the report from the Administrator Mentorship Program Coordinator.		CARRIED

<u>ADMINISTRATOR MENTORSHIP PROGRAM</u>	10-2025	Director Baumgartner
That the Administrator Mentorship Program (AMP) continue indefinitely and further that it be funded through the general revenues of the Association and further that the deadlines for intake of applications and subsequent office visits mirror those of the Board of Examiners.		CARRIED

<u>BOARD OF EXAMINERS REPORT</u>	11-2025	Vice President Buechler
That we acknowledge the report from the Board of Examiners Secretary.		CARRIED

<u>BOARD OF EXAMINERS</u>	12-2025	Director Checkley
That with regret we acknowledge the resignations of Board of Examiners inspectors Wendy Gowda and Terry Lynn Zahara.		CARRIED

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<u>BOARD OF EXAMINERS</u>	13-2025	Vice President Buechler
That Fern Lucas, Glenda Giles and Lori MacDonald be appointed as Board of Examiners inspectors.		
		CARRIED

<u>2024 FINANCIAL STATEMENT</u>	14-2025	Ex-Officio Huber
That we approve the 2024 Audited Financial Statement.		
		CARRIED

<u>BUDGET 2025</u>	15-2025	Director Checkley
That we adopt the budget as annexed to these minutes.		
		CARRIED

<u>PROFESSIONAL DEVELOPMENT</u>	16-2025	Ex-Officio Huber
That we acknowledge the Executive Director’s verbal report on membership professional development compliance and accept her recommendations.		
		CARRIED

<u>2025 SALARY SURVEY</u>	17-2025	Director Bellefeuille
That we acknowledge the results of the 2025 Salary Survey.		
		CARRIED

<u>2025 SALARY SURVEY</u>	18-2025	Vice President Buechler
That Tim Leurer be the recipient of the 2025 Lou Jacobs Award.		
		CARRIED

<u>2025 CONVENTION FEE</u>	19-2025	Director Baumgartner
That the 2025 convention registration fee be set at \$100.00.		
		CARRIED

<u>CORRESPONDENCE</u>	20-2025	Ex-Officio Huber
That the correspondence be approved and filed unless otherwise directed by the Board.		
		CARRIED

<u>BOARD MEETING DATES</u>	21-2025	Director Bellefeuille
That the next board meetings be held on Sunday May 11 and Thursday May 15, 2025 at the Saskatoon Inn, Saskatoon, Saskatchewan and that the September board meeting be held on September 20 and 21, 2025 at a location to be determined at the May 15, 2025 meeting.		
		CARRIED

<u>ADJOURNMENT</u>	22-2025	Director Checkley
That this meeting now adjourn. 4:00 p.m.		
		CARRIED

Sheila Keisig, President

Rose Zimmer, Executive Director