



RMAA Review

News from the Rural Municipal Administrators' Association of Saskatchewan

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Your present circumstances don't determine where you can go. They merely determine where you start.

FUN FACT

Saskatchewan has two national parks, 36 provincial parks and approximately 80 regional parks



Lou Jacobs Award Recipient

We are extremely pleased to announce that **Fern Lucas** has been selected as the 2026 Lou Jacobs award winner. Fern is well known to the association and a deserving recipient of our associations' highest honour! We look forward to recognizing Fern during the Saskatchewan Municipal Hail Banquet at convention.

Dangerous Cheese

Get ready to have some fun with the band Dangerous Cheese on the Tuesday Evening of convention! This event is made possible by the generosity from Kortech, Titan Environment and Concrete Sask. Elevate your fun by arriving in your favorite 80's attire! We hope you check out this special evening and learn more what the evening sponsors have to offer your municipality.

New Members

A warm welcome to our newest members. We encourage everyone to reach out to our new members and welcome them to our association!

Melanie Yanoshewski - RM of Morris No. 312

Kaleigh Haugo – RM of Nipawin No. 487

Tim Marcus – RM of Sarnia No. 221

Tammy Roe – RM of Maryfield No. 91

James Puffaltb– RM of Battle River No. 438

Joanne Weinheimer - RM of Langenburg No. 181

Logan Resch – RM of Val Marie No. 17

April Williamson – RM of Mankota No. 45

WELCOME EVERYONE! GOOD LUCK IN YOUR NEW PROFESSION!

President's Corner - Sheila Keisig

I am sure everyone is looking forward to Spring '26. What a wild winter we seemed to have this year!

It is hard to believe that I have been in this role for two years now. So many new things to learn, which I am embracing to the fullest. It is so important to keep learning, and growing as the professionals we are.

We are very excited to welcome each of you to our 106th Annual Convention, held at the Delta Regina on May 11-14, 2026. This year's convention promises to deliver great learning opportunities, a keynote speaker, Golf Day and Admins on the Go, and a sold out Tradeshow! All of this, plus equally Important, plenty of time for networking with your colleagues. Tuesday night promises to be an amazing throwback to the 80's evening! Hope everyone can dress the part and have some fun!

Thanks to Vice President Buechler, who did another amazing job organizing this year's event!

I'm looking forward to seeing and connecting with each of you in a few weeks!

Retirements

CONGRATULATIONS to the following individuals who have announced their retirements since the last newsletter! If we missed you in this list please contact us so we can recognize you at convention.

Marilyn Larsen - R.M. of Reciprocity No. 32

Janet Hollingshead-Leslie - R.M. of Hillsdale No. 440

Stephen Schury - R.M. of Caledonia No. 99

Rose Zimmer - R.M. of Wolseley No. 155

25 Years of Service

CONGRATULATIONS

to Darrin Beaudoin Administrator of the R.M. of Douglas No. 436
on reaching a milestone 25th Anniversary!

RMAA Executive

President – **Sheila Keisig**

Vice-President - **Michelle Buechler**

Past President – **Guy Lagrandeur**

Director Ex-Officio – **Bill Huber**

Division One – **Amanda Baumgartner**

Division Two - **Jan McCann**

Division Three - **Raylene Packet**

Division Four - **Jaime Orr**

Division Five – **Trent Sim**

Division Six – **Joanne Loy**

Executive Director - **Rose Zimmer**

Humanitarian Efforts

By Jan McCann

For our May 2026 Convention, the Humanitarian Initiative is for the Canadian Cancer Society. This is a cause I am very passionate about as I lost my dad to cancer in September of 2024. I know spare time and funds can be hard to find, but if you're able, I urge you to donate, host a local fundraiser, or spread the word to your ratepayers and collect donations. Every little bit means a lot to the future of cancer research.

Cancer affects everyone, whether directly or indirectly, because it touches families, friends, and communities as a whole. Our role in the municipality forces us to see how our communities can be impacted by this disease. No matter how it's been a part of your story, it leaves a sense of helplessness. Fundraising plays a vital role in finding strength in this vulnerability and does our part in moving towards saving others from that same feeling.

It is a battle of the six divisions to see who can raise the most by the end of the convention! We encourage each and every administrator to arrange their own fundraiser and/or donate to the cause in order to contribute to their division's total. There may be a prize for the top division TBD, but no matter what, you'll have bragging rights! Follow the link below to access the page for our fundraiser. In order to make a contribution under your applicable division, select "Roster" and then "Donate now" under your division.

Board of Examiners Update by Jill Palichuk

Spring advanced certificate processing is currently underway, with office inspectors traveling across the province to visit applicant offices. The BOE aims to complete all applications prior to the RMAA Convention next month.

As a reminder, the BOE processes advanced certificate applications twice annually- in the spring and fall. The spring application deadline is March 1, and the fall deadline is September 1. Applications must be received by the Board of Examiners Secretary by the deadline (postmarks are not accepted).

I am often asked why spring inspections are not conducted earlier in the year to ensure applicants can be recognized in the convention program. The simple answer is that this is logistically challenging for several reasons:

- Travel conditions are often more unpredictable and difficult during February and March
- Offices are busy with year-end responsibilities and audits
- Winter holidays for both applicants and inspectors can be difficult to coordinate
- The SARM Convention takes administrators out of the office for several days in mid-March

As a result, April office visits are typically the most practical. Therefore, we want to ensure that those achieving advanced certification are properly recognized and acknowledged. Please ensure you are in attendance at convention on the morning of Tuesday, May 12th to help us recognize all of our new, and current members who have received a certificate achievement this year!

As this is my final BOE address, I would like to extend my sincere thanks to the RMAA Board who entrusted me with the role of BOE Secretary in January 2019. I have truly enjoyed and valued this experience. The most rewarding part of this role has been connecting with our members - past, present, and future, as well as with council members and the public. While some conversations have been challenging, we have always found ways to work through them together. To everyone I have had the privilege of working with on the Board of Examiners, thank you. It has been an incredibly fulfilling seven years. I am confident that Raylene will thrive in this role and enjoy it as much as I have.

I hope everybody is having a great spring, and I look forward to visiting with many of you at convention next month!

Mentorship Update by Jill Palichuk

As first introduced in the Winter 2024 Newsletter, the RMAA Board has directed the Rural Board of Examiners (BOE) to strengthen enforcement of mentorship requirements for candidates working toward a **Rural “C” Certificate**. Current BOE regulations require applicants to complete **1,800 hours of in-office training** under a certified mentor holding a **Rural “A” or Rural “Superior A” Certificate**. While full-time, in-office mentorship remains the preferred model, it is recognized that not all Rural Municipalities (RMs) can acquire a full-time mentor. To address this, the RMAA Executive established a **Mentorship Committee** to review Training Officer requirements and mentorship standards. As a result, the following new directives are being implemented:

Effective January 1, 2027

Training Officers mentoring in offices where they are **not employed full-time on-site**, and where the mentee holds an **Acting Administrator Permit**, must obtain **8 Professional Development (PD) credit hours annually**

PD hour compliance is to be obtained by **December 31, 2027**, and annually thereafter while mentoring in this capacity.

Why this matters:

This ensures mentors remain current with professional development, legislative updates, and the evolving demands of the administrator role. *Note: While not currently a bylaw change, this requirement may become a BOE regulation following pilot review. Non-compliance may result in Acting Administrator Permit applications being denied.*

Effective Immediately

The BOE will begin tracking administrators who receive their **Rural “C” Certification** while working under an Acting Administrator Permit with a **non-full-time, off-site mentor**.

These individuals must complete the **RMAA Advanced Mentorship Program (AMP)** within **18 months of certification**.

Purpose:

To ensure continued in-office professional support and guidance from an experienced administrator after certification.

Key Takeaway

These updates reinforce the RMAA’s commitment to **high-quality training, mentorship accountability, and ongoing professional development** for both mentors and new administrators. *These provisions, as well as overall mentoring review, and new administrator support will continue to be monitored by the RMAA & the BOE. More changes may be forthcoming as these changes are implemented & evaluated.*

If you have any questions regarding these new mandates please contact the RMAA or the Board of Examiners.

Bylaw 1

The RMAA Executive is proposing some changes to Bylaw 1. These changes are outlined on page six of this newsletter. The reason for the proposed change is to modernize some of the language and to provide the opportunity for all office administration staff, assistants or otherwise, who are not certified to hold an associate membership.

Convention Draft Agenda

Monday, May 11, 2026

- 10:15 a.m. First Bus Leaves Delta Hotel for the 'Admin on the Go' tour **Wood Flame Candles & Lunch**
- 10:30 a.m. Bus Leaves Delta Hotel for **Tor Hill** tee off at 12:30
- 7:30 p.m. Welcome Reception and Social Evening, Registration

Tuesday, May 12, 2025

- 8:30 a.m. Registration and Tradeshow
- 9:00 a.m. Call to Order: Sheila Keisig, **President** - Rural Municipal Administrators' Association
President's Address
Executive Director Report
Induction of New Members, Presentation of Advanced Certificates and 25 Year Membership Pin
SARM Legal Department: Adryan Toth – Common Legal Issues R.M.'s Encounter
Opening Luncheon
- 1:15 p.m. SARM Departments: Liability Insurance, Health Benefits, Planning and Education
Saskatchewan Municipal Hail Insurance: Rodney Schoettler, CEO
Saskatchewan Municipal Hail Insurance Presents: KEYNOTE PRESENTATION
- Evening Social Evening featuring band **Dangerous Cheese**

Wednesday, May 13, 2026

- 8:00 a.m. Registration and Tradeshow
- 8:30 a.m. **Knibbs HR Consulting** Performance Conversations that Work; Making Evaluations More Meaningful
Information and Privacy Commission: LAFOIP Presentation
Sask Power Rural Redesign
Lunch for Delegates
Knibbs HR Consulting: - When Coaching Isn't Enough, Using Discipline Fairly and Effectively
CRA/Revenue Canada - Employer Accounts
- 5:30 p.m. Cocktail Hour for All Members Courtesy of **Saskatchewan Municipal Hail Insurance Association**
- 6:30 p.m. Dinner and Program Courtesy of **Saskatchewan Municipal Hail Insurance Association**

Thursday, May 14, 2026

- 8:00 a.m. Election for President of the Association (If required).
- 8:30 a.m. **Aleus Consulting Group-** Prompt Like a Pro: Practical AI Strategies for Municipal Administration
RMAA Humanitarian Presentation - Canadian Cancer Society
Government Relations Advisory Services - Bill 43 - Municipalities Modernization and Red Tape Reduction Act, What You Need to Know
Division Meetings - Elections in Division 1, 3, and 5
Bylaw Amendments, Resolutions, Introduction of New RMAA Executive, Door Prizes, Other Business
- Noon Adjourn



Rural Municipal
Administrators'
Association of
Saskatchewan

Proposed Change to Bylaw 1

Classes of Membership:

The following shall be the classes of membership in the Association:

ACTIVE MEMBERSHIP: Shall mean all practicing Rural Municipal Administrators, ~~Secretary-Treasurers~~ or Assistant Administrators ~~or Assistant Secretary-Treasurers~~, and as more fully contained in Subsection 1 of Bylaw No. 1. Active members shall have all voting and all other privileges as contained in the bylaws of the Association and shall be the only class eligible to be elective officers.

ASSOCIATE MEMBERSHIP: Shall mean Non-practicing Rural Municipal Administrators, ~~assistant administrators and all other administrative staff employed by a rural municipality~~ ~~or Secretary-Treasurers~~ may enroll as associate members of the Association by paying annually associate membership fees as set by the association. Associate members shall not have voting privileges nor be eligible as elective officers.

HONORARY MEMBERS: Shall mean recipients of the Lou Jacobs Award and shall be granted Honorary Life Membership in the Association. Honorary Life membership may be bestowed on other persons by the annual convention of the Association. Honorary Members pay no membership fees to the Association. An Honorary member, unless an active member, shall not be eligible for voting privileges or to be an officer of the Association.

BYLAW No. 1

A BYLAW OF THE RURAL MUNICIPAL ADMINISTRATORS' ASSOCIATION OF SASKATCHEWAN PROVIDING FOR MEMBERSHIP IN THE ASSOCIATION:

1. Any person 18 years of age or over and of good moral character who holds a valid certificate of qualification issued by the Board of Examiners, appointed by the Department of Municipal Government, and who is currently employed as the Administrator or Assistant Administrator of a Rural Municipality may apply for active membership in the Association. No person shall be admitted as an active member who does not hold such a certificate.
2. An application for active membership shall be on a form prescribed by the Association and shall be accompanied by the annual membership fee. An application for Associate Membership shall be on a form prescribed by the Association and shall be accompanied by the annual Associate Membership Fee.
3. The Immediate Past President of the Association and, subject to the approval of The Saskatchewan Association of Rural Municipalities, the President of that Association, shall be ex officio members of the Association. The Association in annual convention may admit, as honorary members, such persons as the convention shall approve. Non-practicing Administrators, ~~assistant administrators and all other administrative staff employed by a rural municipality~~ ~~who are otherwise qualified~~ may be admitted as Associate Members upon payment of a special annual fee to be set by the Executive Board, provided that such Associate Members shall not have voting privileges at the Annual Convention of the Association. Each recipient of the Lou Jacobs Award, shall be granted Life Membership in the Association.
4. If the applicant ~~meets eligibility criteria~~ ~~holds the necessary certificate~~ and complies with the requirements as to payment of the membership fee he/she shall be admitted to membership in the Association and the Association shall issue to the applicant a Certificate of Membership in the Association.
5. Certificates of membership shall expire on the 31st day of January each year and on expiration thereof, all rights of membership in the Association shall cease and determine unless prior to the said date the holder of a certificate of membership shall have paid to the Executive Director of the Association the annual membership fee for the then current year as well as any other fee payable under the bylaws of the Association.
6. The name of the Association shall not be used by any member or group of members without permission in writing from the Executive Board.
7. All active Association Members shall participate in S.A.R.M.'s Long Term Disability Plan unless specifically exempted by the R.M.A.A. Executive Board.
8. All active Association Members shall participate in S.A.R.M.'s Mandatory Group Life Insurance Plan unless specifically exempted by the R.M.A.A. Executive Board.