



RMAA Review

News from the Rural Municipal Administrators' Association of Saskatchewan

Inside 2025 RMAA Winter Review

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**May you be proud
of the work you
do, the person you
are and the differ-
ence you make!**

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Congratulations

We are pleased to announce that Jill Palichuk, Administrator of the R.M. of St. Andrews No. 287 and current Secretary to the Board of Examiners and AMP Coordinator has accepted the position of Executive Director and will replace Rose Zimmer after the convention in May. The AMP Coordinator role has been eliminated and duties will now officially be performed by the Secretary to the Board of Examiners role. We are equally pleased to welcome Raylene Checkley, Administrator of the R.M. of Enterprise No. 142 and current RMAA Division 3 Director as the Secretary to the Board of Examiners commencing in May of 2026.

Lou Jacobs Award 2026

In 1972 our Association adopted a policy of giving special recognition to persons who have made outstanding contributions to rural government and community life in Saskatchewan. The **Lou Jacobs Award** is used as a vehicle for providing this recognition and it serves the dual purpose of also honouring the late Lou Jacobs for his valuable and dedicated service in the Department of Municipal Affairs for so many years. The bylaws of the Association provide that the recipient of this award be granted honorary life membership in the Association. In adopting the program of making this award available it was stressed that it be a very special honour, with not more than one such presentation each year. However, the name of the nominee may be submitted in subsequent years if he or she is not selected on the first submission. If you wish to nominate anyone for this award, please send your nomination to me as soon as possible, but not later than **February 15th**. A brief biography of the municipal career, activities and special accomplishments relating to municipal affairs and community life in Saskatchewan, should accompany each nomination. This will provide the selection committee with the information they require. For more information please contact rmaa@sasktel.net.

Convention Hotel Link

The 2026 convention will be held at the Delta in Regina May 11-14. Please use this link to make your reservation. [Reservation-Link](#) To access link hover over link and click or right click to open in browser. When reserving please pay attention to cancellation and payment clauses.



President's Corner by Sheila Keisig



Well, what a year 2025 has been! As always, it seems like we just finish up Year End duties, and it's time to start on another Year End. It is crazy how fast time flies these days! Our Board has been busy this year, with four new Directors around the table, three new Inspectors, and new up coming Executive Director and upcoming Secretary to the Board of Examiners. I have never seen so much change within the organization all in one year! As we look forward to entering a new year, our Board works tirelessly for your best interests. I am so proud of the Board we have. The work ethic and the knowledge are literally second to none. We come from different areas in this beautiful province but have one focus in mind – and that is ensuring all of our members are well equipped with the tools needed to get the job done. I thank each one of you for your service to rural Saskatchewan. The holiday season is a time for gathering with family and friends. It is a time to slow down and take in all that life has to offer. I hope each of you can enjoy all

the special moments and traditions that have been passed down from each generation – and sharing it with the next. From my family to yours, Merry Christmas and all the very best to you in 2026!

2026 RMAA Membership Dues

For **2026** - The Regular Membership fee for active members (certificate holders only) is \$425.00 while Associate Membership has changed to **\$225.00** (non certificate holders). We have enclosed a separate membership invoice as part of your package. **NOTE:** Only regular members are granted voting privileges. Active Administrators **must** purchase a regular membership. Certificate holders who work in the office but are not active Administrators **may** purchase either a regular or associate membership. It is expected that all certificate holders that are not practicing Administrators, and those wishing to be placed on the relief list, purchase at least an associate membership. Retired members are encouraged to purchase an associate membership. This is the only notice you will receive for RMAA Membership dues! Receipts will be issued to the party whose name is on the cheque and will only be issued upon request. We want to acknowledge and thank Councils for recognizing that the RMAA member fees fund valuable committee work that not only benefits Administrators but also benefits the Councils and ratepayers that our members serve!

Singers Wanted

We are looking for volunteers to lead us in the national anthem at convention. It is our hope that a number of people will volunteer so we have a rotating pool from which to draw. We would be honoured if you volunteered. Please contact Rose to express your interest at rmaa@sasktel.net.

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 clarify the eligibility for an associate membership. The Executive recognizes the importance of learning opportunities for all administrative staff to better serve their municipalities. Once this change is made in the bylaw it is intended that an associate membership will be required for attendance at the annual convention.



Board of Examiners by Jill Palichuk



As we approach the holiday season, it's hard to believe the end of the year is almost here! It feels like I was just working through closing out 2024, and setting up new year processing for 2025, and yet here we are again. This will be my last fall BOE Secretary report, as I prepare to transition into the role of Executive Director for the RMAA following the May 2026 convention and Rose's retirement. I have truly enjoyed being BOE for the past seven years. It has been a pleasure to work with, assist, and get to know so many of you that I may not have otherwise directly crossed paths with. I wish the incoming BOE Secretary Raylene Checkley all the best as she takes over this role in May, as I have no doubt she will do a fantastic job.

2025 has been another busy year for the Rural Board of Examiners.

There are currently 17 RM's operating under Acting Administrator Permits
 19 applicants have received their Rural "C" Certificate so far in 2025
 15 Administrators received their Rural "A" certification in 2025
 2 Administrators received their Superior "A" certification in 2025

Congratulations to you all!!

In total in 2025, 20 administrators applied for "A" or Superior "A" certification, and 17 were awarded their certificate, for an 85% success rate.

The BOE processes advanced applications twice a year. The deadlines to apply are March 1st and September 1st each year. *Please note, due to tight processing timelines, applications must be received by the BOE Secretary by those dates (not post-marked by the deadline). Late applications may not be accepted.*

In order to qualify for Rural "A" certification, an application must:

Have had their Rural "C" Certificate, and worked in the role of the Administrator for two consecutive years
 If the applicant has relocated offices since obtaining their Class C certificate, they must have worked for two calendar years at their current office location prior to applying.

In order to qualify for a Rural Superior "A" certification, an application must:

Obtained a higher level of post-secondary education as outlined within the Rural Board of Examiner Regulations
 Have had their Rural "A" Certificate, and worked in the role of the Administrator for five consecutive years
 If the applicant has relocated offices since obtaining their Class "A" certificate, they must have worked for three calendar years at their current office location prior to applying.

Please always feel free to reach out me via telephone or email if you have a question regarding certification at any level. I do my very best to get back to any inquiry as timely as possible. I can be reached by telephone at 306-882-2314, or by email at rural.board.exam@sasktel.net. On behalf of the Board & our inspectors, I would like to wish you and yours a very safe, and happy holiday season. Merry Christmas and all the best in 2026.



Welcome New Members

Andrea Fortin RM of Fertile Belt No. 183
 Chantel Kolodzieski RM of Lakeview No. 337
 Candice Cieckiewicz RM of Wolseley No. 155
 Dakota Pilat RM of Buffalo No. 409
 Stacey Poirier RM of Waverley No. 44
 Kyla Thomason RM of Excelsior No. 166
 Sarah Koshinsky RM of Lost River No. 313
 Rhonda Schmaltz RM of Stanley No. 215
 Jeanne Shaw RM of Langenburg No. 181
 Gaylene Quiring RM of Eagle Creek No. 376
 Charmain Wowk RM of North Qu'Appelle No. 187
 Jennifer Deobald RM of Frontier No. 19
 Jessica Schoenroth RM of Edenwold No. 158
 Pamela Holliday RM of Longlaketon No. 219
 Shannon Ostrom RM of Eye Hill No. 382
 Miranda Petryshyn RM of Keys No. 303

Advanced Certificates

Congratulations to the following individuals on their advanced certificate achievements. Some of these folks have had their advanced certificates for a while but were not published in a newsletter. We want to make sure you are recognized!

Rural Class 'A' Certificates

Michelle Dickie RM of Estevan No. 5
 Vickie Greffard RM of Old Post No. 43
 Lydia Hammel RM of Mount Pleasant No. 2
 Sam Kalmbach RM of Laurier No. 38
 Karissa Lingelbach RM of Abernethy No. 186
 Jill Parton RM of Wilton No. 472
 Brian Schauf RM of Snipe Lake No. 259
 Brenda Skakun RM of Grant No. 372
 Jocelyne Toms-Delmaire RM of Antler No. 61
 Kim Adams RM of Progress No. 351
 Craig Baird RM of Dundurn No. 314
 Krystal Ferguson RM of Tramping Lake No. 380
 Carrie Jansen RM of Lacadena No. 228
 Michelle Klein RM of Wellington No. 97
 Brittany Knoll RM of Chester No. 125

Rural Class 'Superior A' Certificates

Jill Palichuk RM of St. Andrews No. 287
 Danielle Thall RM of Hanley No. 283



Advanced Mentorship Program (AMP)

Bookings now open for SPRING 2026!

What is AMP:

- ♦ AMP is confidential on-site time with an experienced RM administrator visiting you at your office, spending the day together, reviewing your work, office setup, and answering questions regarding the responsibilities, duties, and tasks of the administrator role and profession.
- ♦ An experienced set of eyes; a mentor will reiterate and provide assurances of work you are doing well.
- ♦ They will provide suggestions regarding best practices, and catch potential duties that are being missed, or could be done differently.
- ♦ Office visits are scheduled between yourself and the AMP Mentor at a time that is convenient to both parties.
- ♦ There is currently no additional cost to you, or your RM to participate.
- ♦ Office visits are kept confidential between yourself, and the AMP staff.
- ♦ The program is not designed to provide an opinion of your abilities as an administrator, but as a support tool our association is providing its members.
- ♦ AMP is open to ALL working RM Administrators, it is especially recommended for administrators holding a Rural "C" Certificate who have not yet obtained their "A".

Now taking bookings for Spring 2026 Office Visits ,Call or Email to Book

Spring Office Visit Sign-up Deadline: March 1, 2026

Spring Office Visits to be Completed by May 1, 2026

Call or Email to Book Yours Today

For More Information, & to sign up for an AMP Office Visit, please contact:

AMP Program Administrator: Jill Palichuk

Telephone: 306-882-2314

Email: ampadmin@sasktel.net



Proposed Amendment 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.

RMAA Executive



President - **Sheila Keisig** - Tullymet

Vice-President—**Michelle Buechler** - Paynton

Director Ex-Officio - **Bill Huber** - Tullymet (missing from photo)

Immediate Past President - **Guy Lagrandeur** - Wilcox

Executive Director - **Rose Zimmer** - Wolseley

Incoming Executive Director—**Jill Palichuk** - Rosetown

Division One - **Amanda Baumgartner** - Corning

Division Two - **Jan McCann** - Viceroy (missing from photo)

Division Three - **Raylene Checkley** - Richmond

Division Four - **Jaime Orr** - Tisdale

Division Five - **Trent Sim** - Outlook

Division Six - **Joanne Loy** - Marsden



The RMAA Board of Directors wish you a Merry Christmas!