



RMAA

Review

News from the Rural Municipal Administrators' Association of Saskatchewan

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*"Excellence is doing
ordinary things
extraordinarily well"*
- John W. Gardner

FUN FACT

The first recorded
speeding ticket was
in 1896 for driving 8
mph



RMAA Convention 2024

Don't forget to REGISTER and PAY for the 2024 Convention by **April 19**. We are looking forward to seeing you all in Regina in May at the Delta Hotel. Reminder that there will be **no walk-in registrations** this year. Turn to page 3 to see a summary of the draft agenda. There will be a discussion on future convention location and a possible corresponding bylaw change.

Lou Jacobs Award Recipient

We are extremely pleased to announce that **Glenda Giles** has been selected as the 2024 Lou Jacobs award winner. Glenda is well known to the association and a deserving recipient of our associations' highest honour! We look forward to recognizing Glenda during the Saskatchewan Municipal Hail Banquet at convention.

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!

Erin Wingerter	R.M. of Spiritwood No. 496
Corie Lanceleve	R.M. of Saskatchewan Landing No. 167
Shiloh Bronken	R.M. of Mervin No. 499
Nicole Shewchuk	R.M. of Good Lake No. 274
Chantelle Outhwaite	R.M. of Elcapo No. 154
Kerry Hilts	R.M. of Corman Park No. 344
Tenie Schoettler	R.M. of Lakeside No. 338
Quentin Wiebe	R.M. of Chaplin No. 164

**WELCOME EVERYONE! GOOD LUCK IN YOUR NEW
PROFESSION!**

President's Last Word

Dear Friends and Colleagues,

It is with a mix of emotions as I pen this message that today marks the final edition of the President's message in our newsletter. This journey has been filled with insights, discoveries and shared moments.

I am filled with gratitude for the support, engagement, and enthusiasm that was shown to me over the past four years. When I embarked on this journey, my goal was simple yet profound: to create a space where ideas could flourish, where curiosity could thrive, and where conversations could ignite change. With each meeting, we aimed to inspire, educate, and entertain; drawing from a vast tapestry of topics and perspectives. Together as an association, we explored the realms of administration, culture and technology. We delved into the intricacies of human relations, we worked through a pandemic and we celebrated one hundred years of existence. But as with all journeys mine too must come to an end.

While I'm saying so long as your President, we're also embracing new beginnings. The world is ever-evolving, and so are we. As I close this chapter, I am excited about what the future holds and the opportunities it may bring. To each and every one of you who has been a part of the RMAA family, I extend my heartfelt thanks. Your support, feedback and contributions have been a driving force behind the RMAA's success. You've enriched this journey in ways we could have ever imagined. For this, I am truly grateful. Though this is my last message, the memories we've shared and the connections we've forged will endure. I encourage all of you to carry the spirit of curiosity, wonder and camaraderie with you wherever you go. Remember that the pursuit of knowledge is a lifelong endeavor. The world is filled with endless wonders waiting to be discovered.

This is the end of my term but it's the dawn of new opportunities. Thank you all for this amazing adventure and incredible journey. May you all enjoy a future full of peace, happiness and good health.

With warm regards,
Guy Lagrandeur

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.

Christine Dyck - R.M. of Lost River No. 313

Sherry Egeland - R.M. of Clinworth No. 230

Darren Elder - R.M. of Eldon No. 471

Terry Erdelyan - R.M. of Pittville No. 169

Julie Gerbrandt - R.M. of Wheatlands No. 163

Glenda Giles - R.M. of Kindersley No. 290

Allan Kirsinger - R.M. of Perdue No. 346

Holly Odgers - R.M. of Coalfields No. 4

Mervin Schmidt - R.M. of Elcapo No. 154

Joe Van Leuken - R.M. of Enfield No. 194

Patti Vance - R.M. of Sarnia No. 221

Yvonne Goodsman - R.M. of Big Arm No. 251, R.M. of Arm River No. 252, R.M. of Willner No. 253

Joanne Yates - R.M. of Craik No. 222

Robin Busby - R.M. of Milton No. 292 R.M. of Antelope Park No. 322

We will miss you!

25 Years of Service

CONGRATULATIONS to Roxanne Empey from the R.M. of Pinto Creek No. 75 for reaching a milestone 25th Anniversary! We look forward to presenting Roxanne with a commemorative pin during the convention program.

Humanitarian Efforts

By Cheryl Barrett

It's never too early to start thinking about our Humanitarian Initiative for our May 2024 Convention. **For our 2024 Convention we are going to be supporting *Dress for Success Regina*.**

Since I've started thinking about moving spring/summer clothing into my closet and putting away the fall/winter clothes I thought it was probably a good time to cull my clothes for items that I'm not going to wear again and put them aside to donate. I'm sure there are quite a few of you who will be doing the same! I urge you to put them aside and save them to donate at our 2024 Convention.

Dress for Success Regina was co-founded by Barbara Hildebrant and Jan Forrest in 2006. They were approved as an "affiliate" by Dress for Success Worldwide and opened their store in February 2008. Please visit their website: <https://regina.dressforsuccess.org> for a description of what they do.

The following is a message from Dress for Success outlining what they hope you will bring to convention:

CLOTHING DONATIONS

What would you wear to a job interview? That is exactly the type of clothing we are looking for to distribute to our clients. Your fabulous suits and other professional apparel could furnish another woman with the confidence to enter or return to the workplace, make a great first impression and land a job that could change her life. Additionally, many of our clients go directly to an interview, so please ensure that all items donated are freshly dry-cleaned/laundered and ironed, not more than 5 years old, and suitable for wearing to job interviews. Thanks!

CLOTHING ACCEPTED

- Interview appropriate suits
- Interview appropriate blouses
- Professional separates including blouses, slacks, skirts, dresses, blazers and jackets
- Work appropriate shoes
- Jewelry and scarves
- Handbags (briefcases, portfolios or work appropriate handbag)

CLOTHING NOT ACCEPTED

- Non Professional Work Attire
- Clothing with stains, tears or show significant wear

Changing Emails?

We don't want you to miss important information. Please remember if you are changing emails to notify **both** your Division Director and Executive Director. The email you provide to the Executive Director on your membership form should match the one your Division Director uses.

Executive Director Editorial

Many of you are aware of a resolution for a best practices manual that was put forth during the SARM convention. Since then I have received a few inquiries as to what this is all about. The conversation about administrative resources and manuals is nothing new around the executive meeting table. The concept of a best practice manual has been a topic of discussion for many months. The executive received a letter from a member asking the board to coordinate the development of a best practice manual in consultation with UMAAS, GR and the Board of Examiners. The executive has taken this matter into consideration. As part of this consideration, the executive did a review to determine what resources exist. Surprisingly, there was a substantial amount of materials available, so much in fact that the exercise of printing hardcopies was overwhelming. The list of resources is too numerous to include in this article. Here is a small portion of the many resources located:

[M36-1 \(1\).pdf](#)

[Municipal Administration Reference Guide](#)

[Municipal-Administrators-Calendar-2023-09-28.pdf](#)

[97890-Bylaw-Guide-2013.pdf](#)

[108403-Cannabis-Guide-For-Municipalities.pdf](#)

[Stray-Animals-Guide.pdf](#)

LaFoip Guide [CHAPTER 4: Exemptions from the Right of Access \(oipc.sk.ca\)](#)

[Council Member's Handbook For Municipalities \(March 2020\) \(rmaa.ca\)](#)

[Back to the Basics Presentation.pdf \(rmaa.ca\)](#)

[Council Training | Training and Workshops for Municipalities | Government of Saskatchewan](#)

[Local-Government-Election-Guide-PDF.pdf](#)

[Rural Class A and Superior A Inspection Checklist \(Fall 2023\).pdf \(rmaa.ca\)](#)

[99314-Subdivision-Servicing-Agreements.pdf](#)

[Building-Bylaw-and-Enforcement-Guide-2022.pdf](#)

[Election-By-election-Scheduling-Tool-25Mar2024.xlsx \(live.com\)](#)

[Understanding%252BEmployment%252BStandards%252Bin%252BSaskatchewan%252BMarch%252B2023%252BFinal.pdf](#)

The RMAA executive recently formed a Mentorship Committee. The purpose of this committee is to review mentorship requirements for trainees, identify strengths and deficiencies, and to make recommendations for change. The executive has also extended the AMP program and are very pleased thus far with its' development. The AMP program is a useful tool to monitor mentorship and to identify opportunities to enhance and strengthen the delivery of Administration services. The executive has also met with the U of R and requested that they review some of the LGA curriculum and educational materials to ensure that it reflects industry standards.

Semi-annually, representatives from the RMAA executive, UMAAS executive and the manager of GR advisory services, meet to discuss topics of mutual interest. At the March 19 meeting the concept of a best practice manual was discussed. All the stakeholders agreed that information and training support is one of the key contributing factors to a successful workplace. It was acknowledged that there are a significant amount of resources and that it would be beneficial to have these resources located in a convenient and easy to find location. The consensus was that it is very difficult to determine who is the ultimate authority on what constitutes a best practice and that the diversity of municipalities throughout the province makes it difficult to streamline practices that would be unequivocally applicable to all. A discussion with the Board of Examiners has confirmed that when advanced certification applicants review and follow the line items on the checklist the success rate is extremely high. Over 90 percent of applicants are successful upon the first attempt and almost all applicants who go through the process a second time are successful; it is extremely rare for an individual to require a third application. Based on their review the RMAA executive has taken the position that the creation of another document would be redundant.

Coming Soon - A new and improved RMAA website - Stay tuned

Convention Draft Agenda

Monday, May 13, 2024

- 9:30 a.m. Bus Leaves Delta Regina Hotel for the 'Admin on the Go' tour
- 10:30 a.m. Bus Leaves Delta Regina Hotel for Aspen Links Golf Course.
- 12:00 p.m. Annual RMAA Golf Tournament
- 7:30 p.m. Welcome Reception and Social Evening, Registration

Tuesday, May 14, 2024

- 8:30 a.m. Registration and Tradeshow
- 9:00 a.m. Call to Order: Guy Lagrandeur, **President** - Rural Municipal Administrators' Association
- 9:20 a.m. Rodney Schoettler, CEO, Saskatchewan Municipal Hail Insurance Association
- 9:30 a.m. Saskatchewan Municipal Hail Insurance Presents: 'KEYNOTE PRESENTATION' Greg Johnson, Tornado Hunter
- 11:00 a.m. Induction of New Members, Presentation of Advanced Certificates and 25 Year Membership Pins
- 11:45 a.m. Opening Luncheon
- 1:00 p.m. Executive-Director Report: Rose Zimmer
Future Conventions Discussion, Convention Announcements, Election Procedures, Auditor's Report
Introduction of Executive and President Address: President Guy Lagrandeur
Board Update on Committee Activities on your behalf over the Past Year
- 2:00 p.m. Homewood Health, a Canadian Leader in Mental Health and Addiction Services – Employee and Family Assistance Program
- 3:00p.m. Trade Show Visit/Coffee Break
- 3:15 p.m. Advanced Mentorship Program – AMP Update and Board of Examiners Update
- 3:30 p.m. Administrators in the Hot Seat "Panel of Experienced Administrators Sharing Their Ideas"
- 4:45 p.m. Adjourn

Wednesday, May 15, 2024

- 8:30 a.m. Registration and Tradeshow
- 9:00 a.m. Seminar: Payroll in an RM Office **Division 2, 4, 6**
Seminar: Psychological Health and Safety **Division 1, 3, 5**
- 10:20 a.m. Trade Show Visit/Coffee Break
- 10:40 a.m. Seminars Repeated
- 12:30 a.m. Adjourn for Lunch
- 1:30 p.m. Government Relations
- 3:00 p.m. SAMA – Assessment Presentation
- 4:00 p.m. Adjourn
- 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 16, 2024

- 8:30 a.m. Election for President of the Association. (If required)
 - 8:30 a.m. Knibbs HR Consulting - Overview of 2023 Salary Compensation Study
Effective Harassment Strategies for Administrators
 - 10:00 a.m. RMAA Humanitarian Presentation - Dress for Success
 - 10:15 a.m. Health Canada – "What to Expect When Health Canada Inspects" - Pesticide Compliance Program
 - 11:15 a.m. Division Meetings
 - 11:45 a.m. Introduction of New RMAA Executive, Resolutions, Door Prizes, Other Business, Adjourn
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2023 - 2024 Executive

President - **Guy Lagrandeur** - Redburn

Vice-President - **Sheila Keisig** - Tullymet

Director Ex-Officio - **Ray Orb** - Cupar

Immediate Past President - **Wendy Gowda** - Christopher Lake

Executive Director - **Rose Zimmer** - Wolseley

Division One - **Cheryl Barrett** - Martin

Division Two - **Carol Bellefeuille** - Moose Jaw

Division Three - **Raylene Packet** - Richmond

Division Four - **Kelly Rea** - Arran

Division Five - **Doran Scott** - Blucher

Division Six - **Michelle Buechler** - Paynton

Check out this program for your municipality

Impacted Sites Fund

The Impacted Sites Fund provides financial support to communities to help create sites suitable for economic or social development.

Municipalities can apply online at saskatchewan.ca/environment.



The **fund** provides financial help to clean up abandoned impacted sites, which is good for the **environment** and your **community**.

saskatchewan.ca/environment 