Minutes of the Special Meeting of Council of the Rural Municipality of Whiska Creek No. 106 held in the Municipal Office at 1201 Dominion St., Vanguard, Saskatchewan on Friday, February 28, 2025.

Meeting was called to order at 9:06 a.m. by Reeve Kelly Williamson.

Present: Reeve Kelly Williamson

> Division 1 – Albert Hapke Randy Schultz Division 2 – Division 3 – Tania Demencuik Division 4 – Doug Ostrander Division 5 – Rene Seemel Division 6 – Blaine Friesen

Acting Administrator – Tammy Knight

SP#1-2025 **AGENDA**

D.OSTRANDER: That the agenda be hereby adopted as presented with the

following changes:

switch items 4.1 In Camera - HR (Labour/Legal) and 4.2 Appoint **CARRIED**

Acting Administrator.

SP#2-2025 **CONFLICT OF INTEREST**

A.HAPKE: That there is no conflict of interest for any council members be

> acknowledged. CARRIED

ACTING ADMINISTRATOR APPOINTMENT SP#3-2025

R.SCHULTZ: That we appoint Tammy Knight as the RM of Whiska Creek No.

> 106 Acting-Administrator effective immediately for a period of three months at \$60/hr and \$1/km with her in attendance at the office on Fridays, possibly some weekends and Email/Phone Messages reviewed/answered Monday and Wednesday evenings every week. CARRIED

IN CAMERA (LABOUR/LEGAL) SP#4-2025

That the council move in camera at 9:20 A.M. and request the A.HAPKE:

gallery attendants to leave council chambers until further notice.

CARRIED

OUT OF IN CAMERA SP#5-2025

K.WILLIAMSON: That the council move out of in camera at 9:56 A.M.and notify

> waiting gallery attendees as such. **CARRIED**

SP#6-2025 ADMINISTRATOR VACATION PAYOUT

A.HAPKE: That the previous administrator vacation payout be calculated as

per the year 2025 wage offer of \$97,920.00 with 2025 vacation days accrued to mid-month of May 2025 and include carry over days from 2024 as administrator verbally stated at a previous meeting of fourteen (14) days to be paid via wire transfer and/or bank draft through CIBC financial institute. CARRIED

SP#7-2025 ADMINISTRATOR SEVERANCE PAYOUT

R.SCHULTZ:

That the previous administrator severance payout be calculated as per the termination of employment letter hand delivered indicating a total of twelve (12) weeks severance less any monies previously received in 2025 to be paid via wire transfer and/or bank draft through CIBC financial institute.

CARRIED

COUNCILLOR A.HAPKE LEFT MEETING AT 9:59 A.M.

SP#8-2025 ADMINISTRATOR AD

R.SCHULTZ:

That the Administrator advertisement shall be posted on SARM classifieds, RM106 Website and SaskJobs, as written below, be approved.

"The RM of Whiska Creek is a region of Southwestern Saskatchewan full of productive agricultural lands that support strong family farms, vibrant local amenities, and viable communities. Its people are welcoming, friendly and are committed to the land and to helping each other.

The RM office is located in the Village of Vanguard along highway 43.

The Administrator will work closely with the Reeve, Council and foreman and will be responsible for managing the day-to-day affairs of the Municipality.

Applicants must have the following qualifications:

- Certificate in Local Government Administration; Rural Class A or Standard C
- Experience with Munisoft
- Strong written and verbal communication skills, organizational skills, time management skills, and ability to multi-task
- Must be bondable

The RM offers a competitive salary with a comprehensive benefit package and enrollment in MEPP.

The RM is open and flexible to any other items of interest for a working office.

To Apply to RM of Whiska Creek No. 106:

Interested candidates should submit their cover letter and resume to rm106@sasktel.net

Subject: Administrator Application

Please include three employment references and a copy of the certificate held.

Applications will be accepted until March 28, 2025 at 4:00P.M. Council wishes to thank all applicants for their interest in this position, however, only those selected for an interview will be contacted."

CARRIED

SP#9-2025 MARCH 2025 COUNCIL MEETING

D.OSTRANDER: That the March 2025 council meeting will be March 21, 2025 at 9:00 A.M. be approved. CARRIED

SP#10-2025	<u>ADJOURN</u>		
K.WILLIAMSON:	That the Council of R.M. of Nadjourn at 10:23 A.M.	Whiska Creek No 106	special meeting CARRIED
REEVE		ACTING-ADMINISTE	RATOR

NEXT MEETING OF COUNCIL - MARCH 21, 2025 @ 9:00 A.M.