

**RURAL MUNICIPALITY OF INVERGORDON No. 430**  
**Special meeting of Council held in the R.M. Council Chambers**  
**7 Danchuk Drive in Crystal Springs, SK**  
**March 31, 2025**  
**3:00pm**

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<i>Present:</i>	<i>Reeve</i>	<i>Kevin Hawreschuk</i>
	<i>Councillor, Division 1</i>	<i>Kelvin Dutka</i>
	<i>Councillor, Division 3</i>	<i>Ryan Mansiere</i>
	<i>Councillor, Division 4</i>	<i>Dale Markling</i>
	<i>Councillor, Division 5</i>	<i>Wayne Bacon</i>
	<i>Councillor, Division 6</i>	<i>Edwin Rundbraaten</i>
	<i>Administrator</i>	<i>Courtney Beaulieu</i>
	<i>Assistant Administrator</i>	<i>Kelly Sandelin</i>
 <i>Absent:</i>	 <i>Councillor, Division 2</i>	 <i>Keith Thibault</i>

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A quorum being present, Reeve Hawreschuk called the meeting to order at 3:04pm.

*Hiring Assistant Administrator*

**077/25 Bacon**

BE IT RESOLVED, that the RM hire Darla Taylor as Assistant Administrator at an annual salary of \$57,000, effective April 28, 2025.

CARRIED

*In-Camera*

**078/25 Hawreschuk**

BE IT RESOLVED, that Council go in-camera to discuss employment contract at 3:57pm.

CARRIED

Kelly Sandelin departed council chambers at 3:57pm.

Council came back in session at 4:29pm.

Kelly Sandelin returned to council chambers at 4:29pm.

*Appoint Acting Administrator*

**079/25 Bacon**

BE IT RESOLVED, that Kelly Sandelin be appointed Acting Administrator for the RM of Invergordon, No. 430 effective April 1, 2025.

AND THAT, Kelly Sandelin be mentored by an Administrator with a Rural “A” Certification from the RMAA over the period of one (1) year in order to obtain her Rural “C” Certification.

CARRIED

*Acting Administrator Permit*

**080/25 Mansiere**

BE IT RESOLVED, that application be made for an Acting Administrator Permit to the Rural Board of Examiners of the RMAA for Kelly Sandelin;

AND THAT, the permit fee of \$200.00 be authorized to be paid immediately following the adjournment of this meeting to accompany the permit application.

CARRIED

*Mentoring Contract*

**081/25 Dutka**

BE IT RESOLVED, that the RM enter into contract with Lana Bavle of LTB Leadership Services for the provision of Administrative mentorship to Kelly Sandelin for the minimum of one (1) year but until such time that Kelly Sandelin obtains her Class “C” Certificate from the RMAA;

AND THAT, the remuneration shall be at an hourly rate of \$85.00;

AND THAT, the mentorship shall be delivered primarily virtually, however in person sessions may be done when Lana Bavle is in Saskatchewan for other events (e.g. RMAA Annual Convention).

CARRIED

*Signing Authority*

**082/25 Rundbraaten**

BE IT RESOLVED, that the Council of the R.M. of Invergordon grant signing authority to Acting Administrator Kelly Sandelin and Deputy Reeve Kelly Dutka.

CARRIED

*Credit Card Changes*

**083/25 Markling**

BE IT RESOLVED, that the Acting Administrator cancel previous Administrator Beaulieu’s credit card;

AND THAT, a new credit card be assigned to Acting Administrator Sandelin.

CARRIED

*CRA Representatives*

**084/25 Mansiere**

BE IT RESOLVED, that Canada Revenue Authorized representatives be changed from Courtney Beaulieu and Bruce Hunter to Kelly Sandelin, Kevin Hawreschuk and Kelvin Dutka.

CARRIED

*Ratification of Payment*

**085/25 Markling**

BE IT RESOLVED, that payment be ratified in the amount of \$3901.16 representing 60% of the estimated cost to repair and install new Emergency LED lighting to the Yellow Creek Fire Truck, as approved by majority vote to Administrator Beaulieu on March 20, 2025.

CARRIED

*May Council Meeting Date*

**086/25 Hawreschuk**

BE IT RESOLVED, that the Regular Council Meeting schedule for May 7, 2025 be rescheduled to May 6, 2025 to accommodate attendance by the Mentoring Administrator, Lana Bavle.

CARRIED

*Office Closure*

**087/25 Rundbraaten**

BE IT RESOLVED, that Council acknowledge the closure of the municipal office on Thurs. April 3, 2025 to accommodate Kelly Sandelin's attendance at a Building Permit workshop hosted by RMAA;

AND THAT, Council acknowledge the closure of the municipal office on Fri. April 4, 2025 to accommodate a previously committed vacation day for Kelly Sandelin.

CARRIED

*In-Camera*

**088/25 Hawreschuk**

BE IT RESOLVED, that Council go in-camera to discuss employment contract at 4:54pm.

CARRIED

Kelly Sandelin departed council chambers at 4:54pm.

Council came back in session at 5:02pm.

Kelly Sandelin returned to council chambers at 5:02pm.

*Acting Administrator Employment Contract*

**089/25 Hawreschuk**

BE IT RESOLVED, that the Acting Administrator Employment Contract with Kelly Sandelin at an annual salary of \$65,000 dated March 31, 2025 be approved.

CARRIED

*Adjourn*

**090/25 Hawreschuk**

BE IT RESOLVED, that this meeting be adjourned at 5:04pm.

CARRIED

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Kevin Hawreschuk  
Reeve

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Administrator