

**MINUTES OF A SPECIAL COUNCIL MEETING
OF THE RURAL MUNICIPALITY OF MARYFIELD NO. 91
HELD IN THE MUNICIPAL OFFICE AT 115 MAIN STREET
MARYFIELD, SASKATCHEWAN
ON TUESDAY, AUGUST 24, 2021**

The meeting was called to order by the Reeve Jeffrey Chambers at 8:00 a.m. in the R.M. shop with the following members of council present: Chad Lawless, Keith Raisbeck, Tyler Van Eaton, Robin Thompson, Sheldon Clark, Tyler Adamson and Reeve Jeff Chambers.

Waiver of Notice A Waiver of Notice was signed by all members of Council in order hold this special meeting and discuss various items as listed on the Waiver. The Notice is attached to and forms a part of these minutes.

CALL TO ORDER

256/21. ADAMSON **That** the Rural Municipality of Maryfield No. 91 call this meeting to order. **CARRIED.**

TERMINATE ADMINISTRATOR

257/21. CLARK **That** the Rural Municipality of Maryfield No. 91 opt to terminate Administrator Daphne Brady effective immediately without cause. **CARRIED.**

At 9:00 a.m. Council moved the special meeting to the R.M. office at 115 Main Street in order to meet with the Administrator.

HIRE ACTING ADMINISTRATOR

258/21. ADAMSON **That** the Rural Municipality of Maryfield No. 91 agree to the terms set out in The Administrative Employment Agreement received from Deborah Saville; **that** the Council hire Deborah Saville to perform the duties of Acting Administrator until such time as a full-time permanent Administrator can be hired; and **further that** the agreement shall be signed and witnessed by both parties; filed and form a part of these minutes. **CARRIED.**

INTERIM AUDIT

259/21. THOMPSON **That** the Rural Municipality of Maryfield No. 91 hire Meyers Norris Penny, Moosomin, SK to do an interim audit as soon as possible. **CARRIED.**

CHANGE SIGNING AUTHORITIES

260/21. CLARK **That** the Rural Municipality of Maryfield No. 91 notify The Royal Bank of Canada, Moosomin, SK that the following changes need to be made to the RM accounts effective immediately:
- Daphne Brady removed; and
- Deborah C. Saville added. **CARRIED.**

ADVERTISE FOR ADMINISTRATOR

261/21. VAN EATON **That** the Rural Municipality of Maryfield No. 91 advertise for a Full-time Administrator; **that** resumes must be received no later than Noon, Tuesday, October 12th for review at the October 14th meeting; **that** Administrative duties would commence on November 1st, 2021 and **further that** the advertisement is to run in the Moosomin Spectator, the Carlyle Observer, and with SARM, RMAA and Sask Jobs. **CARRIED.**

CHANGE LOCKS & PASSWORDS

262/21. CLARK **That** the Rural Municipality of Maryfield No. 91 hire Somerville Safe and Lock, Regina, SK to change the vault combination and re-key the building entrance locks effective immediately. **CARRIED.**

VISA CARDS

263/21. ADAMSON **That** the Rural Municipality of Maryfield No. 91 effective immediately cancel the VISA card in Daphne Bradys' name then order a new one for the office. **CARRIED.**

264/21. CLARK **That** this meeting be now adjourned at 12:30 p.m. **CARRIED.**



Reeve/Deputy Reeve



Acting Administrator