

# **Rural Municipality of Lipton, No. 217**

## **Meeting Agenda**

**February 3, 2026 - Special Meeting - 09:00 AM**

1. CALL TO ORDER
2. CONFLICT OF INTEREST DECLARATIONS
3. IN CAMERA
  - 3.1 Administrator Appointment
  - 3.2 Contracted Administration Services
  - 3.3 Office Assistant
4. ADJOURNMENT

**Rural Municipality of Lipton, No. 217**  
**Meeting Minutes**  
**Special Meeting February 3, 2026 - 09:00 AM**

The Special Meeting of the Council of the Rural Municipality of Lipton No. 217 was held at the Municipal Office located at 226 Main Street, Lipton on February 3, 2026, commencing at 9:00 a.m.

Present: Reeve:

Garnet Harman

Councillors:

Division 1: Bill Huber

Division 3: Barry Senft

Division 4: Christopher Catto

Division 5: Twila Miller

Division 6: Tomas Arthur

Administrator:

Charmain Wowk

Absent:

Councillors:

Division 2: Darwin Huber

**Call To Order**

Reeve Harman called the meeting to order at 9:00 a.m.

**Conflict of Interest Declarations**

No conflicts declared

**In Camera**

2026/027 **Moved By:** Reeve Garnet Harman

THAT this meeting move to closed session at 9:00 a.m. as per section 120 of *The Municipalities Act* and section 21 of *The Local Authority Freedom of Information and Protection of Privacy Act* to discuss the following matters:

Administrator Appointment and Contract Administration Services

**CARRIED**

*Councillor Bill Huber left chambers at 9:55 a.m.*

**Administrator Appointment**

2026/028 **Moved By:** Councillor Barry Senft

That the RM of Lipton No. 217 hereby appoints Charmain Wowk as Administrator for the RM of Lipton No. 217, with the additional appointments of Assessor, Development Officer, Bylaw Enforcement Officer, and to any other duties or offices required of the Administrator in accordance with The Municipalities Act, The Planning and Development Act, 2007, applicable provincial legislation, and the bylaws of the RM of Lipton No. 217, effective January 29, 2026.

**CARRIED**

**Contracted Administration Services**

2026/29 **Moved By:** Councillor Twila Miller

That the RM of Lipton No. 217 hereby approves the contracted administration services arrangement with the RM of North Qu'Appelle No. 187 at a rate of \$100 per hour, inclusive of all benefits, employer payroll contributions, mileage, and cell phone benefit, for the period of January 29, 2026 to February 20, 2026.

And further that Council appoints Councillor Barry Senft and Reeve Garnet Harman to a joint working group with representatives of the RM of North Qu'Appelle No. 187 to discuss and negotiate the terms of a longer-term framework for shared or joint administration services and to report back to Council with recommendations.

**CARRIED**



