

## EXECUTIVE MINUTES

Urban Municipal Administrators' Association of Saskatchewan  
Saskatoon Travelodge – Room 251  
Tuesday, June 4, 2013 – 2:30 p.m.

### PRESENT

Vice President: – Jason Chorneyko  
Directors: – Therese Chartier, Gordon Murray,  
Nicole Lerat, Aileen Garrett, Shelley Funk,  
Brad Hvidston  
Executive Director: - Rick Dolezsar, Teresa Parkman  
Absent: - Rodney Audette, Carmen Dodd-Vicary,  
Brenda Lockhart

### CALL TO ORDER

Vice President Jason Chorneyko called the meeting to order at 2:45 p.m.

### AGENDA

41-13 LERAT That the agenda be adopted as presented.

CARRIED

### MINUTES

42-13 GARRETT That the minutes of the April 20, 2013 Executive Meeting be approved.

CARRIED

### BOARD OF EXAMINERS

43-13 HVIDSTON That we accept the following amendment recommendations proposed by the UMAAS Board of Examiners be made to the UMAAS/SUMA Board of Examiner's Agreement:

- 1) Removal of Table 1 of Schedule A completely & replacing it with Table 1 below:

Table 1

#### Experience Requirement

In order to obtain a Standard Certificate an applicant must have:

- 1) Completed one year (of 1800 hours) or 1800 hours of on-the-job training in a municipal office with an administrator who holds a certificate, **or**
- 2) Completed one year (of 1800 hours) or 1800 hours in a municipality in the position of administrator with a qualified mentor in place, and
- 3) Must include a signed training document & the competency profile chart indicating satisfactory competence in all key areas.

- 2) amendment to the Board of Examiner's Agreement: Schedule A: Section 2 B) i) be deleted & replaced with " Has completed either 1800 hours work in a municipal office under the supervision of a qualified administrator, or has completed 1800 hours as a Clerk in a municipality under the supervision of a qualified mentor, and has submitted a signed training document & competency profile chart indicating competence in all key areas."

CARRIED

### ADVANCED LEVEL I

44-13 MURRAY That we confirm that an additional 9 credit hours above whatever the LGA Course is rated as, is required to qualify for an Advanced Level I Certificate and 24 credit hours above whatever the LGA course is rated as, is required to qualify for an Advanced Level II Certificate and Appendix Table 2 & 3 be amended to clarify requirements.

CARRIED

### PROVINCIAL RECIPROCITY RE: CERTIFICATION

45-13 HVIDSTON That we approve, in principle, the establishment of reciprocity of certification with other provinces and examine development of a policy and collection of information of what other jurisdictions have established.

CARRIED

### APRIL 30, 2013 FINANCIAL STATEMENT

46-13 GARRETT That the Financial Statement as of April 30, 2013 be accepted.

CARRIED

MLDP COMMITTEE REPORT

47-13 GARRETT That we acknowledge the May 6<sup>th</sup>, 2013 MLDP Committee Report as submitted by Huguette Lutz.

CARRIED

CONVENTION COMMITTEE – PROGRAM REVIEW

The complete conference program and assignments were reviewed by Executive members.

BOARD OF REVISION – WORKSHOP SUMMARY

48-13 LERAT That we acknowledge the summary report provided by RMAA relating to the 2013 Board of Revision Workshops.

CARRIED

MUNICIPALITIES ACT AMENDMENTS

49-13 MURRAY That we approve the May 21, 2013 summary response on proposed Municipalities Act amendments as submitted by the Executive Director.

CARRIED

DISCIPLINARY COMMITTEE

50-13 GARRETT That the submission respecting Cindy Miller of the RM of Round Hill be forwarded to the RMAA.

CARRIED

MEPP UPDATE

51-13 LERAT That we acknowledge the MEPP Commission Update as provided by Orin Redden.

CARRIED

ACCOUNTS

52-13 CHARTIER That the accounts be approved for payment.

CARRIED

NEXT MEETING DATE & SITE

Next meeting to be held on Friday, June 7<sup>th</sup>, 2013 at Noon in Galaxy Room, Saskatoon Travelodge.

ADJOURNMENT

53-13 HVIDSTON That we do now adjourn at 4:30 p.m.

CARRIED

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President

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Executive Director