

## **EXECUTIVE MINUTES**

Urban Municipal Administrators' Association of Saskatchewan

Apollo Room – Travelodge Hotel – Saskatoon, SK

9:00 a.m. – Saturday, September 26, 2015

### PRESENT

President: – Rodney Audette  
Vice President: – Jason Chorneyko  
Directors: – Joni Mack, Kim Gartner, Aileen Garrett,  
Ronda Heisler, Lorie Foster, Therese  
Chartier, Nicole Lerat, Chris Costley  
Executive Director: - Rick Dolezsar  
Absent: - Brad Hvidston,

### CALL TO ORDER

President Rodney Audette called the meeting to order at 9:00 a.m.

### AGENDA

43-15 CHORNEYKO That the agenda be adopted as presented.

CARRIED

### MINUTES

44-15 GARTNER That the minutes of the June 2, 2015 Executive Meeting be approved as presented.

CARRIED

45-15 HEISLER That the minutes of the June 5, 2015 Executive Meeting be approved as presented.

CARRIED

### UNIVERSITY OF REGINA – CAREER DAY – SEPT 28<sup>TH</sup>

Rodney Audette and Stephen Schury will attend the U of R Career Day on Sept 28, 2015 in Regina on behalf of UMAAS.

### FINANCIAL STATEMENT – AUGUST 31, 2015

46-15 GARRETT That the Financial Statement for the period ended August 31, 2015 be accepted as circulated.

CARRIED

### 2015 CONVENTION EVALUATION REPORT

47-15 MACK That the 2015 Convention Evaluation Report be acknowledged.

CARRIED

### TRAVELODGE PROPOSAL – JUNE 7-10, 2016

48-15 COSTLEY That we accept the proposal of the Saskatoon Travelodge for hosting of the 2016 conference June 7 to 10, 2016.

CARRIED

### BOARD OF EXAMINER'S REPORT

49-15 LERAT That we acknowledge the June 18, 2015 Board of Examiner's Report as circulated.

CARRIED

### POST RETIREMENT BENEFIT PROGRAM

50-15 CHORNEYKO That we acknowledge the Executive Director's Report on a potential Post Retirement Benefit Program, that we promote establishment and UMAAS retiree participation in such a program and request Shelley Funk to represent UMAAS on the initial governance structure required to formally organize and operate the program.

CARRIED

### BOARD AND COMMITTEE APPOINTMENT

51-15 LERAT That the 2015/16 Board and Committee appointment schedule as annexed hereto and forming a part of these minutes be approved.

CARRIED

2016 SALARY GUIDELINE

- 52-15 GARTNER That after due consideration of labour market information and UMAAS's continued efforts to establish a competitive senior management salary grid, the 2016 UMAAS Salary Guideline be increased by 3%.

CARRIED

2016 PRELIMINARY BUDGET DISCUSSIONS

Preliminary 2016 Budget information and current 2015 operating results reviewed and the following specific items were noted:

- Acquisition of promotional items
- Convention items – portfolio or something
- EFAP retainer

2016 budget draft will be presented at the November meeting.

EFAP REPORT

- 53-15 CHORNEYKO That we acknowledge the EFAP Report from Human Resource Services and forward retainer of \$2520 in January, 2016.

CARRIED

OCTOBER FINANCIAL WORKSHOPS

Registrations numbers for the October Financial Workshops in various locations were reviewed.

GOVERNMENT RELATIONS – REVISED CONFLICT OF INTEREST

- 54-15 COSTLEY That we acknowledge the revised recommended legislative amendments relating to Municipal Conflict of interest as forwarded by the Dept of Gov't Relations.

CARRIED

SCHOLARSHIP PROGRAM

- 55-15 GARTNER That we approve the application of Alicia Leclercq of Landis under the UMAAS Scholarship Program.

CARRIED

SUMA – CONFERENCE SESSION – EMPLOYEE BENEFITS PLAN

- 56-15 HEISLER That we refer the SUMA request to provide a workshop of the Employee Benefits Plan to the Convention Committee and Chairman Costley will contact Shauna Audette to clarify details.

CARRIED

CORRESPONDENCE

- 57-15 GARRETT That the correspondence be acknowledged and filed.

CARRIED

BOARD OF EXAMINERS – DISCIPLINE COMPLAINTS

Discussion with Board of Examiners on policies respecting complaint procedures and advisement of the province respecting complaints received pertaining to uncertified appointments by Councils and associated allegations.

ACCOUNTS

- 58-15 CHARTIER That the accounts be approved.

CARRIED

NEXT MEETING

Next meeting to be held on November 20<sup>th</sup> & 21<sup>st</sup>, 2015 in Regina. Details to be announced.

OPEN DISCUSSIONS

- RMAAS/UMAA relationships.
- Approximately 100 potential joint members.
- UMAAS wants to initiate more joint discussions.
- Potential Joint Subjects:
  - o Joint convention potential
  - o Joint education & training
  - o Promotion of profession and salary levels
  - o Administration quality issues – urban & rural
  - o Joint position on appropriate municipal structures (ie: size population and assessment)
- Executive Director succession planning
- Enhancement of future administrative opportunities and structures.

ADJOURNMENT

59-15 CHORNEYKO That we do now adjourn at 12:00 p.m.

CARRIED

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President

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Executive Director