

## EXECUTIVE MINUTES

Urban Municipal Administrators' Association of Saskatchewan  
Sorrento Room – Delta Regina – 9:00 a.m.– Saturday, November 26, 2016

**PRESENT**  
President: – Jason Chorneyko  
Vice President: – Chris Costley  
Directors: – Joni Mack, Ronda Heisler, Therese Chartier,  
Don McLeod, Janelle Scott, Aileen Garrett,  
Nicole Lerat  
Directors Missing: - Rodney Audette, Lorie Foster  
Executive Director: - Rick Dolezsar

CALL TO ORDER President Jason Chorneyko called the meeting to order at 9:00 a.m.

### AGENDA

77-16 GARRETT That the agenda be approved as presented.  
CARRIED

### MINUTES

78-16 LERAT That the September 24, 2016 minutes be approved as circulated.  
CARRIED

### WATER SECURITY AGENCY (WSA) WORKSHOPS

79-16 COSTLEY That we confirm intentions to conduct a series of six or seven WSA workshops in the fall of 2017.  
CARRIED

### CERTIFICATION – MINISTRY OF GOVERNMENT RELATIONS

80-16 SCOTT That we acknowledge Oct 28, 2016 correspondence from Keith Comstock, Assistant Deputy Minister, Municipal Relations & Northern Engagement respecting future stakeholder consultation of certification requirements in less than 100 population communities.  
CARRIED

### FINANCIAL STATEMENT

81-16 MACK That the October 31, 2016 Financial Statement be accepted.  
CARRIED

### BOARD OF EXAMINERS

82-16 CHARTIER That we acknowledge September 26, 2016 Board of Examiner's report.  
CARRIED

### UNIVERSITY OF REGINA CAREER DAY

83-16 SCOTT That we acknowledge report as submitted by Past President Rodney Audette.  
CARRIED

### LGA ADVISORY COMMITTEE

84-16 MACK That we acknowledge September 27, 2016 LGA Advisory Board meeting minutes.  
CARRIED

### MUNICIPAL PROGRAMS STEERING COMMITTEE

85-16 SCOTT That we acknowledge October 13, 2016 report on the Municipal Programs & Steering Committee meeting as submitted by President Chorneyko.  
CARRIED

### BASELINE REPORT – ASSET MANAGEMENT PLAN

86-16 HEISLER That we acknowledge the baseline survey summary report on municipalities' current status relating to Asset Management Plans as provided by Municipal Infrastructure and Finance.  
CARRIED

CONVENTION COMMITTEE

Preliminary discussions on 2017 convention planning were led by Director Garrett.

- Potential session included:
  - o Planning & development
  - o Harassment issues – Public/Council
  - o Asset Management
  - o SUMAssure – Risk Management
- Theme ideas to be requested/circulated.
- Entertainment options.

EXECUTIVE DIRECTOR/EXECUTIVE ASSISTANT

87-16 CHARTIER That we acknowledge the Administration Committee Summary Evaluation on the Executive Director and Administrative Assistant and in accordance with policy salary rates be increased by 2% for the 2017 year.

CARRIED

BOARD OF EXAMINERS SECRETARY

88-16 SCOTT That the Board of Examiners Secretary salary rates be increased by 2% for the 2017 year.

CARRIED

MEMBERSHIP FEES

89-16 MCLEOD That current membership fees remain the same for the 2017 year.

CARRIED

CONVENTION FEES

90-16 COSTLEY That the current convention fees remain the same for the 2017 year.

CARRIED

BUDGET

91-16 SCOTT That the 2017 budget be adopted as amended and annexed hereto and forming a part of these minutes.

CARRIED

MILEAGE RATES/SUBSTENANCE RATES

92-16 MCLEOD That effective January 1, 2017 we adopt a policy amendment to follow CRA rates for Saskatchewan relating to mileage and meal per diems currently:

Mileage - \$0.54/km

Meals - \$17.00/meal

CARRIED

MEPP COMMISSION REPRESENTATIVE

93-16 LERAT That we appoint Brad Hvidston as UMAAS rep on MEPP Commission for a second four year term (2017-2020).

CARRIED

BUILDING STANDARDS – ALTERNATE COMPLIANCE MODEL

94-16 GARRETT That we authorize Vice President Chris Costley to attend the December 6<sup>th</sup>, 2016 Building Standards Consultation session in Regina.

CARRIED

HUMAN RESOURCES SERVICES – EFAP

95-16 CHARTIER That we acknowledge notice from Human Resources Services Ltd. that they will discontinue provision of EFAP services effective December 12, 2016.

CARRIED

DISCIPLINARY COMPLAINTS

96-16 COSTLEY That we refer revisions of Disciplinary Policy to Disciplinary Committee for development of a draft to be brought forward to our next board meeting.

CARRIED

SASKATCHEWAN MUNICIPAL RETIREE ASSOCIATION (SMRA)

97-16 LERAT That we do a distribution of SMRA information including the establishment of a website link between UMAAS and SMRA.

CARRIED

MIKE STRACHAN – BOARD OF EXAMINERS

98-16 SCOTT That we acknowledge the appointment of Mike Strachan as SUMA representative to the UMAAS Board of Examiners.

CARRIED

CORRESPONDENCE

99-16 CHARTIER That the correspondence be acknowledged and filed.

CARRIED

ACCOUNTS

100-16 COSTLEY That the accounts be approved.

CARRIED

NEXT MEETING DATE & SITE

That the next UMAAS Executive Meeting be held at the SUMA Conference in February, 2017. Executive Director and President to determine time and date after review of SUMA agenda.

ADJOURNMENT

101-16 MCLEOD That we do now adjourn at 1:00 p.m.

CARRIED

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President

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Executive Director