

EXECUTIVE MINUTES

Urban Municipal Administrators' Association of Saskatchewan
Sorrento Room – Delta Regina - 9:00 a.m. – Saturday, November 17, 2018

PRESENT

President: – Jason Chorneyko
Past President: - Rodney Audette
Directors: – Aileen Garrett, Janelle Scott, Betty Moller,
Brandi Morissette, Glenda Lemcke,
Meredith Norman, Chris Costley,
Janelle Anderson, Brad Wiebe
Executive Director: - Rick Dolezsar
Executive Assistant: - Teresa Parkman
Delegations: - SUMA - President Gordon Barnhart,
Chief Executive Officer Jean-Marc Nadeau
- Government Relations – Colleen
Christopherson, Manager of Advisory
Services; Amanda Wilcox, Manager of
Sector Relations

CALL TO ORDER

President Jason Chorneyko called the meeting to order at 9:05 a.m.

SUMA DELEGATION:

President Gordon Barnhart and Executive Director Jean Marc attended and spoke:

- LGA Program
 - o Advocating to improve the LGA and/or finding options. Polytech? Degree Program? Public Administration Degree offered now.
- Bullying/Harassment issues in the workplace (Councils, Mayors, Public, staff, etc).
 - o Council Education is key:
 - o MLDP & Summer School available
 - o SUMA Convention
 - o UMAAS Convention (for Administrators)
 - o SUMA Website (Council Booklet)
 - o Government Relations Website
- Revenue Sharing
 - o SUMA/SARM proposing to take money off the top for municipalities to train new CAOs via on the job mentorship.
- Governance
 - o How we are governed
 - o On edge of major changes projected in the future.
 - o Base funding to continue – revenue sharing – SUMA position
 - o Municipal Districts proposed?
 - One or two RMs or one or two villages join and would be a Municipal District?
- Municipal Election Dates
 - o SUMA ok with new dates
 - o Concern from UMAAS with new dates being around a stat holiday (Remembrance Day).

Discussions adjourned at 10:25 a.m.

GOVERNMENT RELATIONS DELEGATION:

Colleen Christopherson, Manager of Advisory Services and Amanda Wilcox, Manager of Sector Relations attended and spoke beginning at 10:30 a.m.:

- Career Spotlight in Lumsden done
 - o Goal was to show positions of municipal government (CAO, Water Treatment Plant Operators, Recreation Department, etc)
 - o Goal is to have template for other municipalities to use in their communities.
- 10 Minute Modules to start dialogue for municipalities (i.e.: Council Meetings)
- Peer Network
 - o UMAAS Executive members can play an important advisory role for new CAOs.
- 72% of GR calls come from CAOs, some Council, some public

Government Relations Delegations Continued:

- CAOs shouldn't be too invested; guide Council but not decision makers.
- Dealing with conflict between CAOs and Councils
 - o Dispute resolution office helpful.
- Government Relation Advisors on the road anymore as in past times?
 - o Directing new CAOs in positions? No. UMAAS believes Government Relation Advisors to be more hands on with municipalities in dire need such as to attend Council with CAOs.
 - o Peer Network members – currently no budget for travel to attend dire need municipalities.
- Government Relations support to members? Potential Liabilities? Not lawyers. UMAAS Direction - need to be more aggressive, straddling the fence with members.
- Help build confidence in new members.
- What can we do to work together to close the gap?
 - o Training, workshops, webinars, etc.
 - o Next workshops – Conflict of Interest? Because of Government Relation's call volumes on the subject.
 - o Webinars – be affordable and free are important.
 - o Municipalities Today and Administrator's Corner important and helpful.
 - o Draft bylaw forms and templates helpful (would be helpful to have EMO Plan, OHS Policies; Landfill policies). Links? Suggested working to coordinate templates for other regulatory bodies?
 - o MCDP website have templates and forms already for many issues.

Discussions adjourned at 11:15 a.m.

Regular UMAAS Executive Meeting called to order at 11:25 a.m.

AGENDA

81-18 SCOTT That the agenda be approved as amended.

CARRIED

MINUTES

82-18 AUDETTE That the September 22, 2018 Executive meeting minutes be approved as amended.

CARRIED

FINANCIAL STATEMENT

83-18 AUDETTE That the October 31, 2018 Financial Statement be accepted.

CARRIED

BOARD OF EXAMINERS MINUTES

84-18 COSTLEY That the September 25, 2018 Board of Examiners Minutes be approved as amended.

CARRIED

MPSSC – OCTOBER 23, 2018 MEETING REPORT

85-18 SCOTT That President Chorneyko's MPSSC Meeting Report be acknowledged as presented.

CARRIED

AM-SK FCM STEERING COMMITTEE

86-18 WIEBE That Executive Director Dolezsar's AM-SK FCM Steering Committee Report be acknowledged as presented.

CARRIED

PDA CONSULTATIONS

87-18 SCOTT That Vice President Costley's PDA Consultation Report be acknowledged as presented.

CARRIED

MUNICIPAL PEER NETWORK ADVISORY COMMITTEE MEETING

88-18 NORMAN That Director Lemcke's Report regarding the Municipal Peer Network Advisory Committee Meeting be acknowledged.

CARRIEDLGA ADVISORY COMMITTEE

89-18 COSTLEY That we acknowledge Director Moller's LGA Advisory Committee Report as presented.

CARRIEDUBAS REGULATIONS AMENDMENTS

90-18 AUDETTE That the UBAS Regulation Amendments be acknowledged.

CARRIEDEXECUTIVE DIRECTOR/EXECUTIVE ASSISTANT – EVALUATION

91-18 WIEBE That we acknowledge the Executive Director's and Executive Assistant's summary review of evaluations as presented.

CARRIEDEXECUTIVE DIRECTOR/EXECUTIVE ASSISTANT – 2019 SALARY ADJUSTMENT

92-18 MOLLER That we approve a 2.5% salary adjustment increase on the Executive Director and Executive Assistant's yearly salary beginning January, 2019.

CARRIEDBOARD OF EXAMINER SECRETARY – 2019 ADJUSTMENT

92-18 GARRETT That we approve a 2.5% salary adjustment increase on the Board of Examiner Secretary's yearly salary beginning January, 2019.

CARRIEDEXECUTIVE DIRECTOR– 2019 CONTRACT

93-18 SCOTT That we accept the Notice of Retirement of Richard Dolezsar as UMAAS Executive Director, effective March 31, 2019 and examine future casual arrangements with Mr. Dolezsar to fulfill portions of the Executive Director position from April 1, 2019 forward for time periods to be further defined by the UMAAS Executive in the 2019 year.

CARRIED2019 MEMBERSHIP FEES

94-18 AUDETTE That we increase UMAAS Membership for 2019 by \$25 each for Regular Membership and Associate Membership to:

Regular Membership	- \$210.00
Associate Membership	- \$170.00

CARRIED2019 CONVENTION FEES

95-18 AUDETTE That we do not increase 2019 Convention Fees and maintain them at the following rates:

Delegate	- \$165.00
Spouse	- \$75.00
Golf & BBQ	- \$45.00
Tour	- \$45.00

CARRIEDMENTORS/LOCUMS – CLARIFICATION

Discussion on listing Mentors/Locums as they come in:

- Mentors are checked by Board of Examiners and subject to their approval
- Locums are up to municipalities hiring to check on their qualifications

List on website as requested as it is up to individual municipalities and Board of Examiners to do screening prior to appointment.

DISCIPLINARY COMMITTEE REPORT

96-18 AUDETTE That we authorize Chris Costley to sign and mail the letters of opinion presented, dated November 19, 2018 and relating to the 2017 budget of the Village of Milden, expressing an opinion on behalf of UMAAS.

CARRIED

CORRESPONDENCE

97-18 WIEBE That the correspondence be received and filed as presented.

CARRIED

ACCOUNTS

98-18 SCOTT That the accounts be approved.

CARRIED

CONVENTION COMMITTEE – THEME/PLANNING UPDATE

- Theme – “The Power of You”
- Keynote speaker – Darcy Lang – Focus on the 90%
- Keynote speaker – Stuart Ellis-Myers - Mental Health-Mental Wealth
- Registration Form – have space for challenges & successes listed or questions to be answered during question and answer period at convention with panel of people (ie: UMAAS rep, GR, etc)
 - o Committee to detail further
- Cooler bag for gift

99-18 COSTLEY That we acknowledge the Convention Committee’s report as presented.

CARRIED

NEXT MEETING DATE & SITE

That the next UMAAS Executive Meeting be held at the SUMA Convention in Saskatoon on Tuesday, February 5, 2019 in the afternoon. Time and room to be determined.

ADJOURNMENT

100-18 MORISSETTE That we do now adjourn at 12:40 p.m.

CARRIED

President

Executive Director