

EXECUTIVE MINUTES
Urban Municipal Administrators' Association of Saskatchewan
via Zoom
9:00 am – Saturday, February 22, 2025

PRESENT	President	Barry Elliott
	Past President:	Rodney Audette
	Directors:	Brandi Morissette
		Kelly Hoare
		Tamara Knight
		Kyle Van Den Bosch
		Meredith Norman
		Melissa Dieno
		Lindsay Nordmarken
	Executive Director:	Jason Chorneyko
	Executive Assistant:	Lovely Magnaye
	Regrets:	Janelle Desautels
		Melody Temrick

CALL TO ORDER

President Barry Elliott called the meeting to order at 9:00 AM.

AGENDA

01-25 NORMAN That the agenda be adopted as presented.

CARRIED

NOVEMBER 23, 2024 EXECUTIVE MEETING MINUTES

02-25 VAN DEN BOSCH That the November 23, 2024 Executive Meeting Minutes be approved as presented.

CARRIED

NOVEMBER 24, 2024 MEETING WITH THE MINISTRY OF GOVERNMENT RELATIONS MEETING NOTES

03-25 AUDETTE That the November 24, 2024 meeting with the Ministry of Government Relations meeting notes be approved as amended.

CARRIED

UMAAS COMPENSATION STUDY

04-25 AUDETTE That we instruct Administration to contact Knibbs HR Consulting requesting a more thorough salary grid based on their compensation study. Furthermore, that we refer this to the Administration Committee for review and recommendation for the 2026 Salary Guideline.

CARRIED

LIST OF ACCOUNTS

05-25 AUDETTE That the attached list of accounts be approved as presented.

CARRIED

FINANCIAL REPORTS

06-25 AUDETTE That the Financial Reports for the periods ended November 30, 2024, December 31, 2024, January 31, 2025 and the 2024 Year End Investment Report be accepted and attached hereto.

CARRIED

FEBRUARY 22, 2025 UMAAS EXECUTIVE MEETING MINUTES

FINANCIAL REPORT – 2024 FALL WORKSHOP

07-25 VAN DEN BOSCH That the Financial Report for the 2024 Fall Workshop be approved as presented. CARRIED

CONVENTION COMMITTEE REPORT

08-25 HOARE That we accept the report from the Convention Committee as presented. CARRIED

MEPC STAKEHOLDER REPORT

09-25 HOARE That we accept the MEPC stakeholder report as presented. CARRIED

2025 PROPOSED BUDGET

10-25 AUDETTE That the 2025 proposed budget be approved as amended and attached hereto. CARRIED

PROPOSED SPONSORSHIP PACKAGE

11-25 AUDETTE That the proposed sponsorship package be approved as amended. CARRIED

SPONSORSHIP PACKAGE REVIEW

12-25 NORDMARDKEN That we instruct Administration to review the Sponsorship Package to include tradeshow tables for 2026. CARRIED

CONVENTION RATE REVIEW

13-25 NORMAN That we receive the Convention Rates Report for information. CARRIED

BYLAW AMENDMENT

14-25 AUDETTE That we instruct Administration to prepare a draft amendment, regarding education requirements for Advanced Certificates, to Bylaw #14 for membership's approval at the 2025 Convention. CARRIED

EMAIL OF CONCERN

15-25 MORISSETTE That we receive the email from Don Mcleod, regarding the UMAAS website, for information. CARRIED

EMAIL FROM KRISTINE BROWN

16-25 AUDETTE That we receive the email from Kristine Brown, regarding CAO/Council relations, for information. CARRIED

Meredith Norman left the meeting at 11:17 am.

APPOINT AVENUE LAW

17-25 AUDETTE That we appoint Avenue Law as the UMAAS solicitor. CARRIED

CORRESPONDENCE

18-25 AUDETTE That the correspondence be acknowledged and filed. CARRIED

FEBRUARY 22, 2025 UMAAS EXECUTIVE MEETING MINUTES

OFFICE RENT INCREASE

19-25 VAN DEN
BOSCH

That the rental rate for the Town of Wynyard office be increased to \$500 per month plus GST.

CARRIED

ADJUST SALARIES

20-25 HOARE

That we adjust the salaries of the Executive Director, Executive Assistant and Board of Examiners Secretary as per their contract.

CARRIED

EXECUTIVE DIRECTOR'S REPORT

21-25 AUDETTE

That we accept the Executive Director's Report as presented.

CARRIED

NEXT MEETING DATE AND VENUE

22-25 HOARE

That the next Executive Board meetings be held on April 15, 2025 at TCU Place in Saskatoon.

CARRIED

ADJOURN

23-25 AUDETTE

That we adjourn the meeting at 11:34 am.

CARRIED

President

Executive Director