MINUTES OF THE URBAN MUNICIPAL ADMINISTRATORS’ ASSOCIATION OF SASKATCHEWAN EXECUTIVE MEETING HELD IN THE WEST ROOM, LOWER LEVEL OF TCU PLACE IN SASKATOON ON FEBRUARY 3, 2009

PRESENT
Pres- Michele Schmidt
VicePres- Shelley Funk
Past Pres- Kim Gartner
Directors- Nicole LaChance, Jason Chorneyko, Deb Machay, Rodney Audette, Therese Chartier
Executive Director- Richard Dolezsar

ABSENT
Directors- Kathy Reschny, Cathy Coleman

CALL TO ORDER
President Michele Schmidt called the meeting to order at 10:00 am

ADOPT AGENDA
1-09. DEB MACHAY moved that the Agenda be adopted as amended.
CARRIED

ADOPT MINUTES
2-09. RODNEY AUDETTE moved that the Minutes of the November 21st and November 22nd Executive Meetings be approved.
CARRIED

FINANCIAL STATEMENT
3-09. KIM GARTNER moved that the Financial Statement for the period ended December 31st, 2008 be accepted.
CARRIED

BOARD OF REVISION WORKSHOPS
Registration and Planning for the March, 2009 Board of Revision Workshops were reviewed.

DELEGATION-SUMA
-Sean McEachern – SUMA Policy Advisor
-Kathy Rintoul – Municipal Affairs
-Steve Brown – Municipal Affairs
-Discussions on resources for the establishment of Capital Asset – PSAP values for municipalities.
-Need Provincial Templates for streets and utilities
-Technical detail on workshops that were presented was at times deemed more than required.

CONVENTION COMMITTEE
4-09. NICOLE LACHANCE moved that the Convention Committee Report and preliminary draft Agenda be acknowledged.
CARRIED

SUMA/ADVOCO PRESENTATION
5-09. RODNEY AUDETTE moved that we correspond with SUMA concerning “potential misinterpretation of information” put forward by ADVOCO Consulting respecting Legislative requirements relating to certification of Administrators during the course of their Feb 1st, 2009 Workshop presentation at the SUMA Conference.
CARRIED

BOARD OF EXAMINERS’ REPORT
6-09. DEB MACHAY moved that the Board of Examiners’ Report be acknowledged.
CARRIED

CONDITIONAL CERTIFICATE-TIME LIMITATION
7-09. DEB MACHAY moved that the Executive support a two year time limit on Conditional Certificates.
CARRIED

FRATERNAL DELEGATES
8-09. DEB MACHAY moved that we authorize attendance at the following:
City Clerks Annual Meeting – Moose Jaw – April 30th, May 1st
LGAA – Red Deer March 18th – 20th
MMAA – Brandon April 26th to 29th
RMMA – Saskatoon May
Executive to check their calendars to determine availability.
JOB DESCRIPTIONS
9-09. JASON CHORNEYKO moved that the joint Job Descriptions for the Executive Director and Executive Assistant be approved and form a part of our Policy Document.

CARRIED

DARICE CARLSON-SCHOLARSHIP APPLICATION
10-09. SHELLEY FUNK moved that we approve the Scholarship Application of Darice Carlson subject to confirmation of Membership and other requirements.

CARRIED

SUMA CORPORATE SERVICES REPORT
11-09. JASON CHORNEYKO moved that we acknowledge the SUMA Corporate Services Report as circulated by Director Chorneyko.

CARRIED

CORRESPONDENCE
12-09. SHELLEY FUNK moved that the correspondence be acknowledged and filed.

CARRIED

ACCOUNTS
13-09. THERESE CHARTIER moved that the accounts be approved for payment.

CARRIED

NEXT MEETING DATE & SITE
The next meeting will be held April 4th, 2009 at the Saskatoon Travelodge.

ADJOURNMENT
14-09. DEB MACHAY moved that we now adjourn at 12:10 p.m.

CARRIED

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President

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Executive Director