

MINUTES OF THE URBAN MUNICIPAL ADMINISTRATORS' ASSOCIATION OF
SASKATCHEWAN EXECUTIVE MEETING HELD IN THE APOLLO 1 ROOM OF THE
SASKATOON TRAVELODGE HOTEL ON SATURDAY, SEPTEMBER 24TH, 2011.

PRESENT	Pres – Shelley Funk Vice Pres –Rodney Audette Directors –Huguette Lutz, Gord Murray, Carmen Dodd-Vicary, Aileen Garrett, Jason Chorneyko, Steven Piermantier, Nicole Lerat Executive Director – Richard Dolezsar Guest –Che Wei Chung, SUMA Policy Advisor
ABSENT	Past Pres –Kim Gartner Director –Therese Chartier
CALL TO ORDER	President Shelley Funk called the meeting to order at 9:00 a.m.
ADOPT AGENDA	66-11. RODNEY AUDETTE that the Agenda be adopted as amended. <p style="text-align: right;">CARRIED</p>
DELEGATION	-National Asset Management Strategy (NAMS) Nicole Allen, VEMAX Steve Brown, Municipal Affairs -Review of proposed NAMS pilot program -Project approach includes everyday software and readily available information -Outputs expected- Core Asset Management Plan - Risk Management -Improvement Plans -Reviewed initial Draft of Macklin Plan and projected Capital Renewal of Water & Sewer -2 nd round of Training scheduled for November, 2011 and applications for proposals as pilot municipalities now out with September 30 th deadline for submissions -Information will be made available on internet in due course.
DISCIPLINARY COMMITTEE REPORT	-Four potential files currently before the Committee -Chairman Audette will set up meeting to address these files.
CHE-WEI CHUNG, SUMA POLICY ADVISOR	-Review of SUMA/UMAAS relationships, partnerships and potential joint consultations. -Looking at forming a Committee (Working Group) together with UMAAS. Would like to establish SUMA/UMAAS protocol agreement.
MINUTES	67-11. JASON CHORNEYKO that the minutes of the June 7, 2011 and June 10, 2011 Executive Meetings be approved as circulated. <p style="text-align: right;">CARRIED</p>
BOARD OF EXAMINERS	Outstanding issues discussed: -Joint UMAAS/SUMA Board appointment -Office inspections, where included as part of issuance of a Conditional Certificate.
BOARD OF EXAMINER JOINT APPOINTMENT	68-11. STEVEN PIERMANTIER that Sandra MacArthur be appointed as joint UMAAS/SUMA Board of Examiners representative subject to her acceptance, and approval by SUMA. <p style="text-align: right;">CARRIED</p>
FINANCIAL STATEMENT	69-11. HUGUETTE LUTZ that the Financial Statement for the period ended August 31, 2011 be accepted. <p style="text-align: right;">CARRIED</p>

2011 CONVENTION EVALUATION	70-11. JASON CHORNEYKO that we acknowledge the 2011 Convention Evaluation Summary.	CARRIED
2012 CONVENTION PROPOSALS	71-11. NICOLE LERAT that we accept the proposal of the Saskatoon Travelodge to host the 2012 Conference June 5 th to the 8 th , 2012.	CARRIED
COMMITTEE STRUCTURES	72-11. JASON CHORNEYKO that, after review, the Committee structures be revised and the following 2011/2012 appointments be made:	
	<p>DISCIPLINARY COMMITTEE: DUTIES - Bylaw No. 1/00 Section IX Subsections 52-55 UMAAS CHAIRPERSON – Rodney Audette MEMBERS – Aileen Garrett, Gord Murray</p>	
	<p>CONVENTION COMMITTEE: DUTIES - Convention, Communications & Promotions CHAIRPERSON – Huguette Lutz MEMBERS –Nicole Lerat, Jason Chorneyko</p>	
	<p>NOTE: The President is Ex Officio Member of all Committees The Executive Director is Advisor to all Committees (no voting Privileges)</p>	
	<p>BOARD APPOINTMENTS: BOARD OF EXAMINERS – Steven Piermantier (UMAAS), -SandraMacArthur (UMAAS/SUMA)</p>	
	<p>MUNICIPAL EMPLOYEES’ PENSION PLAN – Orrin Redden (2 yr. term – 2010/11 & 2011/12)</p>	
	<p>OTHER APPOINTMENTS AND ASSIGNMENTS: SAMA ADVISORY (URBAN ADVISORY) - Rodney Audette MUNICIPAL LEADERSHIP DEVELOPMENT PROGRAM -Huguette Lutz SUMA - CORPORATE SERVICES COMMITTEE - Jason Chorneyko SUMA – CONVENTION PLANNING COMMITTEE – Jason Chorneyko SUMA – PROTOCOL COMMITTEE – Nicole Lerat, Gord Murray CAPITAL GRANTS WORKING COMMITTEE - Shelley Funk ASSET MGMT. WORKING GROUP REPS - Shelley Funk, Kim Gartner TOWN & VILLAGE TABLE - Shelley Funk, Rodney Audette MUNICIPAL PROGRAMS STEERING COMMITTEE – Shelley Funk</p>	
		CARRIED
WORKSHOPS	<p>-Registration Forms out for fall “Bylaw Preparation/Enforcement And Policy Manual Development” workshops. -2012 Election workshops will be planned. -RMAA plans for fall 2012 workshop sessions are yet to be determined.</p>	
UNIVERSITY OF REGINA CAREER FAIR	Directors Nicole Lerat, Jason Chorneyko and Gord Murray will attend the University of Regina Career Fair on behalf of UMAAS.	
2011 SALARY SURVEY	The Summary Report of the 2011 Salary Survey was reviewed by the Executive.	
2012 SALARY GUIDELINE	73-11. NICOLE LERAT that the 2012 UMAAS Salary Guideline be hereby adopted.	CARRIED

2012 BUDGET	2012 Preliminary Budget estimates were reviewed and the Executive Director was instructed to bring fee proposals and further estimates to the November meeting.
SUMA CONFERENCE ADMINISTRATORS' SESSION	Discussion on need for separate session at SUMA Conference. Consensus reached that no separate session was required.
SACC MEETING	74-11. CARMEN DODD-VICARY that we authorize attendance of Vice President Rodney Audette at the September 29, 2011 City Clerks' Association meeting in Regina. CARRIED
DIVISION 3 MEETING REPORT	75-11. JASON CHORNEYKO that we acknowledge the June 8 th , 2011 Division 3 District Meeting Report. CARRIED
CORRESPONDENCE	76-11. NICOLE LERAT that the correspondence be acknowledged and filed. CARRIED
ACCOUNTS	77-11. HUGUETTE LUTZ that the accounts be approved for payment. CARRIED
NEXT MEETING	To be determined by the Executive Director, to be held in Regina Either November 19 th or November 26 th , 2011.
ADJOURNMENT	78-11. GORD MURRAY that we do now adjourn at 2:10 p.m. CARRIED

President

Executive Director