

EXECUTIVE MINUTES

Urban Municipal Administrators' Association of Saskatchewan
Delta Hotel – Regina – Piero Room
Saturday, November 24, 2012 – 9:00 a.m.

PRESENT

President: – Rodney Audette
Vice President: – Jason Chorneyko
Directors: – Therese Chartier, Gordon Murray,
Nicole Lerat, Aileen Garrett
Executive Director: - Rick Dolezsar, Teresa Parkman
Absent: - Shelley Funk, Christina Stanford, Carmen
Dodd-Vicary, Brad Hvidston, Brenda
Lockhart
Guest: - Che-Wei Chung, SUMA Policy Advisor
Delegations: - Kevin Ritchie, RMAA Executive Director
Tim Leurer, RMAA President

CALL TO ORDER

President Rodney Audette called the meeting to order at 9:00 a.m.

AGENDA

78-12 MURRAY That the agenda be adopted as amended.

CARRIED

MINUTES

79-12 CHARTIER That the minutes of the September 22, 2012
Executive Meeting be approved.

CARRIED

BUSINESS ARISING OUT OF MINUTES

Review:

- Mentorship issues.
- U of R Equivalency classes – update UMAAS Website with list of courses for Advanced Certificate
- Ipad costs/operations

IPAD/iCOMPASS

80-12 LERAT That we purchase the package through iCompass and purchase ipads for the Executive and a laptop and ipad for the Executive Office.

CARRIED

FINANCIAL STATEMENT

81-12 CHORNEYKO That the Financial Statement for the period ended October 31, 2012 be accepted.

CARRIED

BOARD OF EXAMINERS – RECOMMENDATIONS

82-12 LERAT That the Advisory Committee look at the Board of Examiner's Oct 12, 2012 recommendations in depth and report back to UMAAS Executive for the next meeting and invite Board of Examiners Secretary, Joyce Aitken, to that meeting.

CARRIED

DISCIPLINARY COMMITTEE

83-12 GARRET That we accept and acknowledge the report and decisions of the Disciplinary Committee.

CARRIED

REVOKE QUALIFICATIONS

84-12 CHARTIER That based on the decision of the Disciplinary Committee, the Board of Examiner's be instructed to revoke Sherry Magnuson's Certificate of Qualifications.

CARRIED

CAREER DAYS 2012

- Director Chorneyko reported on Career Days at the U of R and St. Peter's College.
- In the future request to be in the main area rather than in the hallway at U or R.

MEPP REPORT

85-12 LERAT That the MEPP Report be acknowledged.

CARRIEDEXECUTIVE DIRECTOR/EXECUTIVE ASSISTANT – ANNUAL REVIEW-2013 SALARY

86-12 CHORNEYKO That the Executive Director and Executive Assistant's salary be increased by 3% according to Salary Guideline effective Jan 1, 2013.

CARRIEDBOARD OF EXAMINER SECRETARY – 2013 SALARY

87-12 CHARTIER That the Board of Examiner's Secretary salary be increased by 3% according to Salary Guideline effective Jan 1, 2013.

CARRIED2013 MEMBERSHIP FEES

88-12 LERAT That the 2013 Membership Fees remain at \$125 for an Associate Member and \$165 for Regular Members.

CARRIED2013 CONVENTION FEES

89-12 CHORNEYKO That the 2013 Convention Fees remain at:

Delegates & Visitors	- \$150.00
Spouses	- \$ 60.00
Golf or Tour and BBQ	- \$ 30.00
BBQ only	- \$ 20.00

CARRIED2013 BUDGET

90-12 GARRETT That the 2013 Budget, as amended, be approved and annexed hereto as forming a part of these minutes.

CARRIEDSAMA REVALUATION WORKSHOPS – JANUARY 2013

91-12 GARRETT That the locations and plans for the SAMA Revaluation Workshops in January, 2013 be approved.

CARRIEDMEMBERSHIPS

92-12 LERAT That the Membership Report be acknowledged.

CARRIEDMCDP LINK

93-12 MURRAY That we include the MCDP Link on the UMAAS Website.

CARRIEDUMAAS PROMO BROCHURE UPDATE

- Director Lerat will bring ideas and information to the next meeting.
- Forward any ideas to Nicole.

POLICY RE: UNQUALIFIED HIRING

94-12 CHARTIER That the policy for unqualified hiring of Administrators/CAOs is to verify and correspond with Ministry of Government Relations with a copy to SUMA for their information and action.

CARRIEDCORRESPONDENCE

95-12 MURRAY That the correspondence be acknowledged and filed.

CARRIED

ACCOUNTS

96-12 CHORNEYKO That the accounts be approved for payment.
CARRIED

NEXT MEETING DATE & SITE

97-12 MURRAY That the next UMAAS Executive meeting be held on Monday, February 4, 2013 at 2:00 p.m. in conjunction with the SUMA Conference.
CARRIED

RMAA DELEGATION:

Discussed the following topics with RMAA representatives:

- Joint Salary Guideline
 - will be reviewed at next RMAA Board meeting.
- LGA Course – Succession Planning
 - entice people to take courses, etc.
 - offering education through SIAST?
- Internship Program
- Workshops – Planning Workshops completed in October.
 - January, 2013 SAMA Revaluation Workshop
- February, 2013 Board of Revision Workshop

ADJOURNMENT

98-12 LERAT that we do now adjourn at 2:10 p.m
CARRIED

President

Executive Director