| <b>EXECUTIVE MINUTES</b><br>Urban Municipal Administrators' Association of Saskatchewan<br>Saskatoon Travelodge – Concorde 1 Room<br><u>Saturday, September 21, 2013 – 9:00 a.m.</u> |   |                                 |  |  |
|--|---|---------------------------------|--|--|
| PRESENT  | President:– Rodney AudetteVice President:– Jason ChorneykoDirectors:– Therese Chartier, Gordon Mu<br>Nicole Lerat, Joni Mack, She<br>Brad Hvidston, Ronda Heisle  | elley Funk,                     |  |  |
|  | Executive Director:- Rick DolezsarAbsent:- Aileen Garrett   |                                 |  |  |
| CALL TO ORDER  | President Rodney Audette called the meeting to order at 9   | 9:00 a.m.                       |  |  |
| <u>AGENDA</u>  | 56-13 CHORNEYKO That the agenda be adopted as an  | nended.<br><u>CARRIED</u>       |  |  |
| 2013/14 COMMITTEE A  | PPOINTMENTS<br>57-13 MURRAY That the 2013/14 Committee appoints<br>approved as attached hereto and forming a part of  | these minutes.                  |  |  |
| <u>MINUTES</u>   | 58-13 FUNK That the minutes of the June 4 <sup>th</sup> , 2013 & J  | CARRIED                         |  |  |
|  | Executive Meetings be approved as circulated.   | CARRIED                         |  |  |
| FINANCIAL STATEME  | <ul> <li><u>VT</u></li> <li>59-13 LERAT That we acknowledge and accept the Aug<br/>financial statement as presented.</li> </ul>   | gust 31, 2013                   |  |  |
|  |   | CARRIED                         |  |  |
| MUNICIPAL LEADERS  | <ul> <li><u>HIP DEVELOPMENT PROGRAM</u></li> <li>60-13 SELBY That we acknowledge the July 9<sup>th</sup>, 2013 r<br/>Municipal Leadership Development Program as p<br/>representative Huguette Lutz.</li> </ul>                                   |                                 |  |  |
|  |   | <u>CARRIED</u>                  |  |  |
| 2013 CONVENTION EV   | ALUATION<br>61-13 MURRAY That we acknowledge 2013 Conventi<br>Summary and post on our website.  | on Evaluation                   |  |  |
|  |   | <u>CARRIED</u>                  |  |  |
| <u>TRAVELODGE – 2014 C</u>   | <u>ONVENTION PROPOSAL</u><br>62-13 FUNK That we accept the 2014 Convention prop<br>Saskatoon Travelodge for June 3 <sup>rd</sup> -6 <sup>th</sup> , 2014.   | posal from the                  |  |  |
|  |   | <u>CARRIED</u>                  |  |  |
| PROVINCIAL/TERRITC   | <u>RIAL ASSOCIATION MEETING</u><br>63-13 CHARTIER That we acknowledge the Provincia<br>Municipal Professional Association minutes from<br>2013 meeting in Victoria, BC.   |                                 |  |  |
|  | 2015 meeting in vietoria, De.   | <u>CARRIED</u>                  |  |  |
| BOARD OF EXAMINER  | <u>S REPORT</u><br>64-13 HVIDSTON That we acknowledge the August 24<br>Examiner's Report and set up a meeting with Boa<br>our next Executive Meeting.   |                                 |  |  |
|  | en hen Energine meening.  | <u>CARRIED</u>                  |  |  |
| BOARD OF EXAMINER  | S AGREEMENT AND FORM REVISIONS<br>65-13 HIESLER That proposed revisions to the Board<br>Agreement and forms be approved in principal an<br>Director and Board of Examiner's Secretary be au<br>finalize details for final approval and submission | d the Executive<br>athorized to |  |  |

CARRIED

MUNICIPAL ACT AMENDMENT PROPOSALS (2013) 66-13 SELBY That we acknowl

66-13 SELBY That we acknowledge the summary of proposed 2013 amendments to the Municipalities Act as provided for review by the Department of Municipal Affairs.

CARRIED

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# UNIVERSITY OF REGINA CAREER FAIR

67-13 MACK That we authorize attendance of President Audette and Vice President Chorneyko at the Monday, Sept 23, 2013 University of Regina Career Fair.

<u>CARRIED</u>

### DISCIPLINARY COMMITTEE ISSUES

68-13 LERAT That we acknowledge two complaints received and refer to the Disciplinary Committee.

CARRIED

#### **CERTIFICATION CONCERNS**

69-13 FUNK That we acknowledge members' correspondence relating to issues related to educational requirements for certification and include these comments in the annual review with University of Regina, Local Government Authority Program Review Committee.

**CARRIED** 

#### WORKSHOP PLANNING

Round table discussions on potential workshops. Common topics included:

- Community Planning and Development Agreements
- Tender Preparation
- Labour Standards & New Labour Act
- Capital Works Plans

Planning for April, 2014 dates suggested.

<u>CARRIED</u>

## APRIL WORKSHOPS

70-13 LERAT That we correspond with RMAA and work towards an April, 2014 workshop split between Capital Works Plans/Budgets & Labour Act/OH & S.

<u>CARRIED</u>

## 2014 SALARY GUIDELINE

71-13 MURRAY That after due consideration and review including Provincial wage projections for 2014, we increase the 2014 UMAAS Salary Guideline by 3.4% and update scales to reflect 2013 assessment levels as well.

**CARRIED** 

## 2014 BUDGET

Executive members reviewed initial 2014 budget estimates and directed the Executive Director to bring a finalized 2014 budget document for consideration at the November meeting.

#### STRATEGIC PLAN REVIEW

The Executive Director conducted a summary review of the 2011 to 2015 UMAAS Strategic Plan, Executive members noted several items which required attention in the near future:

- Page 7 Salary Survey suggest change to every 3 years from 4.
- EFAP & Legal Resource obtain update reports and promote
- Municipal Government Week forward initiative to the Minister.

| SALARY SURVEY               | 72-13 | SELBY That the periodic, Province wide, UMAA Survey be undertaken in 2014.                     | S Salary<br><u>CARRIED</u> |  |
|-----------------------------|-------|--|----------------------------|--|
| DIVISION 3 REGIONAL MEETING |       |  |                            |  |
|                             | 73-13 | CHORNEYKO That we acknowledge June 5, 201<br>Regional Meeting report as submitted by Vice Pres |                            |  |
|                             |       | Chorneyko.   | <u>CARRIED</u>             |  |
| CORRESPONDENCE              | 74-13 | CHARTIER That the correspondence be acknowle filed.  | dged and                   |  |
|                             |       |  | <u>CARRIED</u>             |  |
| <u>ACCOUNTS</u>             | 75-13 | SELBY That the accounts be approved.   | CARRIED                    |  |
| NEXT MEETING DATE           |       | neeting to be held on November 16, 2013 in Regina.   |                            |  |
| ADJOURNMENT                 | 76-13 | HVIDSTON That we do now adjourn at 12:05 p.m.  | n<br><u>CARRIED</u>        |  |

President

Executive Director