

EXECUTIVE MINUTES

Urban Municipal Administrators' Association of Saskatchewan

Jade Room – Executive Royal Hotel – Regina, SK

9:00 a.m. – Saturday November 22nd, 2014

PRESENT

President: – Rodney Audette
Vice President: – Jason Chorneyko
Directors: – Jan Hoffart, Joni Mack, Shelley Funk, Aileen Garrett, Ronda Heisler, Therese Chartier, Nicole Lerat, Chris Costley
Executive Director: - Rick Dolezsar
Absent: - Brad Hvidston

CALL TO ORDER

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

AGENDA

74-14 MACK That the agenda be adopted as amended.

CARRIED

MINUTES

75-14 HALBRITE That the minutes of the Sept 20th, 2014 Executive Meeting be approved.

CARRIED

DIVISION 2 ELECTION RESULTS

Board members welcomed Chris Costley, new Division 2 Director who was elected by acclamation.

FINANCIAL STATEMENT

76-14 CHORNEYKO That we accept the financial statement for the period ended October 31, 2014.

CARRIED

UNIVERSITY OF REGINA - CAREER DAY

77-14 CHORNEYKO That we acknowledge report on September 22, 2014 U of R Career Day.

CARRIED

CONVENTION COMMITTEE

Committee Chair, Ronda Heisler gave summary of arrangements to date:

- Greg Johnson, Tornado Hunter – Keynote speaker
- Possible David Siegel workshop on Successful CAO qualities
- Educational workshops planned.
- Thursday afternoon options for networking and other activities.
- Theme – “60 Years of Creating Connections and Building Communities”
- 60th Anniversary Conference
 - o 60th year sponsorship item with UMAAS imprint – portfolios, shirts
 - o 60th Anniversary President’s supper proposed.

78-14 HEISLER That we acknowledge the Convention Committee Report.

CARRIED

BOARD OF EXAMINER’S REPORT

79-14 CHARTIER That the September 15, 2014 Board of Examiner’s Report be acknowledged.

CARRIED

SAMA – URBAN ADVISORY COMMITTEE

80-14 AUDETTE That the Nov 19, 2014 SAMA Urban Advisory Committee Meeting Report be acknowledged.

CARRIED

MSSP – MUNICIPAL PROGRAMS AND SERVICES COMMITTEE

81-14 AUDETTE That the October 14, 2014 Municipal Programs and Services Committee Meeting Report be acknowledged.

CARRIED

LGA ADVISORY COMMITTEE

82-14 MACK That we acknowledge the LGA Advisory Committee Report as verbally provided by Director Mack.

CARRIED

EXECUTIVE DIRECTOR & ADMINISTRATIVE ASSISTANT

83-14 CHARTIER That results of the annual performance review of the Executive Director and Executive Assistant be acknowledged and 2015 remuneration be increased by 3% effective January 1, 2015.

CARRIED

BOARD OF EXAMINER

84-14 GARRETT That Board of Examiner Secretary, Joyce Aitken receive a 3% increase in remuneration effective January 1, 2015.

CARRIED

2015 BUDGET

85-14 HOFFART That the 2015 operating budget be adopted as amended and annexed hereto forming a part of these minutes.

CARRIED

MEMBERSHIP FEES

86-14 MACK That 2015 Membership fees be increased to the following:

Associate Member - \$140.00

Regular Member - \$180.00

CARRIED

CONVENTION FEES

87-14 LERAT That 2015 Convention fees remain the same as 2014.

CARRIED

MEMBERSHIP REPORT

88-14 COSTLEY That we acknowledge the Membership Report as presented.

CARRIED

DRAFT ANNEXATION COMPENSATION GUIDELINE

89-14 CHORNEYKO That we acknowledge the October 14, 2014 Draft Annexation Compensation Guideline discussion document.

CARRIED

MOSSBANK/GRAVELBOURG – JOINT ADMINSTRATOR

90-14 LERAT That we approve the joint administration request made by member Christ Costley for the Town of Gravelbourg and Town of Mossbank.

CARRIED

2015 WORKSHOPS

Suggestions included:

- Freedom of Information/Privacy
- Policy Writing
- RFP's
- Utility/Accounts Receivable Collections/Tax Enforcement
- Capital Planning
- Yearend Closing Entries/Procedures
- OH&S Policies
- GST/PST Municipal Issues

CORRESPONDENCE

91-14 CHARTIER That the correspondence be acknowledged and filed.

CARRIED

ACCOUNTS

92-14 FUNK That the accounts be approved.

CARRIED

NEXT MEETING DATE & SITE

Next meeting to be held on Tuesday, February 3, 2015 at 9:30 a.m. at TCU Place Saskatoon at the SUMA Convention.

ADJOURNMENT

93-14 LERAT That we do now adjourn at 11:40 a.m.

CARRIED

President

Executive Director