

EXECUTIVE MINUTES

Urban Municipal Administrators' Association of Saskatchewan

Verdi Room – Delta Regina – Regina, SK

8:30 a.m. – Saturday, November 21st, 2015

PRESENT

President: - Rodney Audette
Vice President: - Jason Chorneyko
Directors: - Joni Mack, Kim Gartner, Aileen Garrett,
Ronda Heisler, Therese Chartier, Nicole
Lerat, Chris Costley
Executive Director: - Rick Dolezsar
Absent: - Lorie Foster, Brad Hvidston

CALL TO ORDER President Rodney Audette called the meeting to order at 8:30 a.m.

AGENDA

60-15 HEISLER That the agenda be adopted as presented. CARRIED

MINUTES

61-15 GARRETT That the minutes of the September 26, 2015 Executive Meeting be approved as circulated. CARRIED

OCTOBER 15 – FINANCIAL ACCOUNTING WORKSHOP REPORT

62-15 MACK That we acknowledge the report on the October Financial Accounting Workshops and this information be shared with RMAA along with payment of their respective profit share. CARRIED

POST RETIREMENT BENEFITS PLAN

63-15 GARTNER That we acknowledge update on the potential Post Retirement Benefit Plan proposal and authorize UMAAS to sponsor startup costs of corporate registration for the nonprofit group needed to oversee the program. CARRIED

OCT 31, 2015 FINANCIAL STATEMENT

64-15 CHARTIER That we accept the October 31, 2015 Financial Statement as circulated. CARRIED

BOARD OF EXAMINERS

65-15 COSTLEY That we acknowledge the September 30, 2015 Board of Examiner's report and propose the following draft policy respecting certification compliance:

- After confirmation of circumstances reported, 90 day notice to individual in question after which notice to Government Relations, SUMA and the municipality be sent outlining the legislative requirement and request the Department of Government Relations to follow up.
- We request update from the Board of Examiners with respect to any existing non-compliant certification situations.

CARRIED

UNIVERSITY OF REGINA – CAREER DAY REPORT

66-15 AUDETTE That we acknowledge President Audette's report on the September 26, 2015 U of R Career Day. CARRIED

LGA ADVISORY BOARD

67-15 MACK That we acknowledge Director Mack's September 29, 2015 LGA Advisory Board report. CARRIED

MUNICIPAL PROGRAMS AND SERVICES STEERING COMMITTEE

68-15 AUDETTE That we acknowledge the October 28, 2015 report on Municipal Programs and Services Steering Committee. CARRIED

MSSP – LGA ADVISORY GROUP

- 69-15 AUDETTE That we acknowledge the October 22, 2105 MSSP – LGA Advisory Group meeting report as provided by President Audette.

CARRIEDCONVENTION COMMITTEE REPORT

- Proposed theme “Managers of Change” – accepted by Board
- Potential topics:
 - o Professional Planners
 - o SUMA Services & Benefits Plan
 - o SEDA Programs
 - o Orders to remedy bylaw contraventions
 - o RFP for planning services.

- 70-15 COSTLEY That we acknowledge Convention Committee report.

CARRIEDSUMA – SALARY SURVEY

- 71-15 GARTNER That Executive Director respond favorably to SUMA’s proposed annual salary survey of senior management positions, provide listing of most common positions and include the CAO position in the survey list.

CARRIEDEXECUTIVE DIRECTOR/ADMINISTRATION

- 72-15 CHORNEYKO That we acknowledge the summary performance evaluation of the Executive Director and the Executive Director and Administrative Assistant’s 2016 salary be increased by 3% effective January 1, 2016.

CARRIEDBOARD OF EXAMINER SECRETARY

- 73-15 LERAT That we increase the Board of Examiner Secretary’s honorarium by 3% effective January 1, 2016.

CARRIED2016 MEMBERSHIP FEES

- 74-15 MACK That 2016 membership fees be increased by \$5.00 for all categories as listed below:
- | | |
|------------------|------------|
| Associate Member | - \$145.00 |
| Regular Member | - \$185.00 |

CARRIED2016 CONVENTION FEES

- 75-15 MACK That 2016 Convention fees be increased by \$5.00 for all categories as listed below:
- | | |
|----------------------|------------|
| Delegates & Visitors | - \$155.00 |
| Spouses | - \$65.00 |
| Golf and BBQ | - \$35.00 |
| Tour | - \$35.00 |

CARRIEDDELEGATIONS:

- 1) Bill Hawkins - Executive Director, Building Standards Department of Government Relations.

Attended RE: Alternative Compliance Model for Building Standards

- Proposal based on 5 principles
- Proposal put out to generate feedback with some details to be determined
- More responsibility put on the owner and owners professional consultants by signature on a letter to agree to compliance.
- Feedback required:
 - o what type of buildings
 - o Thresholds on permit value
 - o Where should the line be? (size, investment, occupancy)
- Initiative driven by mining sector on value for money spent issue.

Bill Hawkins Delegation CONT'D

- 56% of municipalities representing 83% of population currently have building bylaws. Some gaps are evident.
- UMAAS undertakes to provide feedback and official position prior to December 4th, 2015.

2) RMAA Delegation – Wendy Gowda, President & Kevin Ritchie, Executive Director

Discussions:

- Workshops:
 - o RMAA – Human Resources issues – March/April proposed for 2016
 - o UMAAS – Election workshop May 23rd to 27th proposed
- RMAA – Conference Dates May 16-19, 2015
- Review of recent Financial Accounting Workshop results.
- LGA program – UMAAS concerns with: is 5 day intensive programs being adequate in nature?
- University of Regina would like to add a fifth class to LGA program to gain a certificate. RMAA opposed to this suggestion.
- General discussion on LGA program content.
- UMAAS thoughts on economies of size relation to viable municipal career functions.
- Joint UMAAS/RMAA potential working together for the future:
 - o Executive Director position
 - o Joint conferences
 - o Career Days promotions
 - o Joint annual executive get together
 - o Committee on Sustainable Administration Structures and size to better CAO position opportunities.

2016 BUDGET

- 76-15 GARTNER That the 2016 Budget be adopted as amended and annexed hereto and forming a part of these minutes.

CARRIEDMEPC REVIEW

- 77-15 LERAT That we acknowledge the Nov 1, 2015 Draft 2015 MEPC Composition review report as submitted by Nancy Croll of Croll Consulting and accept recommendations of our MEPP Commission representative, Brad Hvidston, to agree in principle with recommendations 4-7 and we are not in favor of points 1-3.

CARRIEDMUNICIPAL GROWTH READINESS CHECKLIST

- 78-15 MACK That we acknowledge receipt of the October, 2015 Draft Municipal Growth Readiness Checklist as distributed by the Deputy Minister of Government Relations.

CARRIEDALTERNATIVE MODEL – BUILDING AND ACCESSIBILITY STANDARDS

- 79-15 LERAT That UMAAS is not in favor of the proposed alternative compliance model relating to building and accessibility standards because of municipal liability issues and remaining enforcement requirements putting municipalities in a precarious position without a 3rd party review to rely on.

CARRIEDMEMBERSHIP REPORT

- 80-15 CHARTIER That we acknowledge the 2015 Membership report and follow up on delinquent fees be continued.

CARRIEDELECTION WORKSHOPS

- 81-15 HEISLER That UMAAS propose to host Local Government Election Workshops in four locations (North Battleford, Prince Albert, Yorkton and Regina) from May 23rd to 27th, 2016, subject to confirming dates with Municipal Advisory Services.

CARRIED

CORRESPONDENCE

82-15 CHARTIER That the correspondence be acknowledged and filed.

CARRIED

ACCOUNTS

83-15 COSTLEY That the accounts be approved:

CARRIED

NEXT MEETING

Next meeting to be held on February 2, 2016 from 9:30 a.m. to Noon at SUMA Conference in Regina.

ADJOURNMENT

84-15 GARRETT That we do now adjourn at 1:35 p.m.

CARRIED

President

Executive Director