

# **EXECUTIVE MINUTES**

Urban Municipal Administrators' Association of Saskatchewan

Apollo 2 Room – Saskatoon Travelodge – Saskatoon, SK

9:00 a.m. – September 23, 2017

PRESENT      President:             - Jason Chorneyko  
                  Vice President:       - Chris Costley  
                  Directors:             - Brandi Morissette, Aileen Garrett, Therese Chartier, Betty Moller, Brad Wiebe, Janelle Scott, Don McLeod  
                  Executive Director: - Rick Dolezsar  
                  Executive Assistant: - Teresa Parkman  
                  Absent:               - Past President Rodney Audette, Director Glenda Lemcke  
                  Delegations:         - Michele Cruise-Pratchler–Province Wide Administration Issues

## **CALL TO ORDER**

President Jason Chorneyko called the meeting to order at 9:05 a.m.

## **AGENDA**

55-17 COSTLEY That the agenda be adopted as presented.

**CARRIED**

## **MINUTES**

56-17 GARRETT That the minutes of the June 6<sup>th</sup>, 2017 Executive Meeting be approved as circulated.

**CARRIED**

57-17 SCOTT That the minutes of the June 9<sup>th</sup>, 2017 Executive Meeting be approved as circulated.

**CARRIED**

## **WATER SECURITY AGENCY WORKSHOP**

Registration numbers are low to date for WSA Workshop to be held in October, but expect them to increase in the next couple of weeks. Will send out reminder email first week of October.

## **FINANCIAL STATEMENT – AUGUST 31, 2017**

58-17 CHARTIER That we accept the August 31<sup>st</sup>, 2017 Financial Statement as presented.

**CARRIED**

## **GAS TAX FUND – ASSET MANAGEMENT SUBCOMMITTEE**

59-17 COSTLEY That the minutes of the Gas Tax Fund Asset Management Subcommittee be acknowledged.

**CARRIED**

## **BOARD OF EXAMINERS – JUNE 28<sup>TH</sup> & 29<sup>TH</sup> MINUTES**

60-17 SCOTT That the June 28<sup>th</sup> & 29<sup>th</sup> Board of Examiner's Minutes be acknowledged.

**CARRIED**

## **2017 CONVENTION EVALUATION SUMMARY**

The 2017 UMAAS Convention Evaluation Summary was reviewed and acknowledged.

## **2018 PREPLANNING/TOPIC SUBMISSIONS**

2018 Convention topic submissions to be forwarded to Convention Committee for review and decisions.

## **2018 TRAVELODGE PROPOSAL – CONVENTION – JUNE 5-8, 2018**

61-17 CHARTIER That we approve the 2018 Saskatoon Travelodge proposal for the June 5-8, 2018 UMAAS Convention.

**CARRIED**

## **2017/18 BOARD & COMMITTEE APPOINTMENTS**

62-17 GARRETT That the 2017/18 Board & Committee Appointments be approved as attached hereto and forming part of these minutes.

**CARRIED**

GOVERNMENT RELATIONS – WHISTLEBLOWER PROTECTION

63-17 SCOTT That we acknowledge the July 20<sup>th</sup> correspondence from Government Relations respecting Whistleblower Protection and we distribute information to our members relating to current options for protection of municipal employees.

CARRIEDGOVERNMENT RELATIONS – MUNICIPAL ADMINISTRATOR’S RESOURCE GUIDE

64-17 COSTLEY That the Municipal Administrator’s Resource Guide as provided by Government Relations be acknowledged and a link be established on the UMAAS website.

CARRIEDGOVERNMENT RELATIONS – EDUCATION PROPERTY TAX REGULATIONS REVIEW

65-17 WIEBE That we acknowledge the Government Relations Education Property Tax Regulations Review report as received.

CARRIEDFEDERAL GAS TAX FUND 2017 ASSET MANAGEMENT SURVEY

66-17 SCOTT That we acknowledge and send our endorsement to the Federal Gas Tax Fund 2017 Asset Management Survey as circulated.

CARRIEDSAMA – BOARD OF REVISION WORKSHOP – OCTOBER 16, 2017 – MOOSE JAW

67-17 MORISSETTE That Past President Audette attend the SAMA Board of Revision Workshop in Moose Jaw on October 16, 2017 on behalf of UMAAS.

CARRIEDSUMA REGIONAL PRESENTATIONS – ATTRACTION & RETENTION OF ADMINISTRATORS

68-17 MOLLER That we agree to do a presentation at the Southeast SUMA Regional meeting relating to the attraction and retention of administrators and Vice President Costley attend on behalf of UMAAS.

CARRIED2018 DRAFT BUDGET

2018 Draft Budget was reviewed as circulated and tabled to the November, 2017 Executive Meeting for approval.

SALARY SURVEY/GUIDELINE

69-17 COSTLEY That we approve the presented 2018 Salary Guidelines in principle and that Executive Director, Rick Dolezsar, revise as necessary using the salary survey results and present at the November, 2017 Executive meeting for final approval.

CARRIEDFALL 2017 LGA ADVISORY MEETING – SEPT 29, 2017

70-17 SCOTT That we approve attendance of Director Chartier to attend the Fall 2017 LGA Advisory Meeting on Sept 29, 2017 in Regina.

CARRIEDS. GREENE, GOV’T RELATIONS – EXPLORING CAREER DEVELOPMENT – MUNICIPAL ADMINISTRATION

71-17 MCLEOD That we agree in principle that there be other alternatives to municipal administration training and the more advanced education opportunities the better.

CARRIEDDELEGATION – MICHELE CRUISE-PRATCHLER

72-17 MCLEOD That we table the presentation from delegation Michele Cruise-Pratchler regarding province wide administration issues to our November, 2017 Executive meeting with the Minister of Government Relations and RMAA.

CARRIEDCORRESPONDENCE

73-17 GARRETT That the correspondence be acknowledged and filed.

CARRIED

ACCOUNTS

74-17 SCOTT That the accounts be approved.

CARRIED

NEXT MEETING DATE & SITE

Next meeting to be held on November 24, 25, 2017 at Delta Regina.

ADJOURNMENT

75-17 CHARTIER That we do now adjourn at 12:20 p.m.

CARRIED

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President

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Executive Director