# **EXECUTIVE MINUTES**

Urban Municipal Administrators' Association of Saskatchewan

Hercules Room, Saskatoon Travelodge

9:00 a.m. – Saturday, September 18, 2021

PRESENT President: - Jason Chorneyko

Vice President: - Chris Costley

Directors: - Aileen Garrett, Stephen Schury,

Kelly Hoare, Betty Moller, Glenda

Lemcke, Janelle Desautels

Absent: - Meredith Norman, Rodney Audette,

**Barry Elliott** 

Executive Director: - Rick Dolezsar Executive Assistant: - Teresa Parkman

### CALL TO ORDER

President Jason Chorneyko called the meeting to order at 9:01 a.m.

#### <u>AGENDA</u>

56-21 DESAUTELS That the agenda be approved as presented.

**CARRIED** 

## JUNE 8, 2021 EXECUTIVE MEETING MINUTES

57-21 LEMCKE That the June 8, 2021 Executive Meeting Minutes be approved as presented.

**CARRIED** 

### JUNE 10, 2021 EXECUTIVE MEETING MINUTES

58-21 DESAUTELS That the June 10, 2021 Executive Meeting Minutes be approved as presented.

CARRIED

#### MEPP COMMISSION APPOINTMENT – GLENDA LEMCKE

59-21 COSTLEY That Glenda Lemcke be appointed as the UMAAS representative on the MEPP Commission Committee Board September 1, 2021 to September 1, 2025.

CARRIED

#### FUTURE WEBINAR OR WORKSHOPS

#### Ideas:

- Budget
- Baker Tilly has Yearend presentation ready to present
- Financial Statements
- Mental Illness
- Asset Management Workshops coming up already.

Consensus was to not do any fall workshops for 2021.

Help promote the Asset Management Workshops going on already.

### FEEDBACK SUMMARY – MUNICIPAL PUBLIC ACCOUNTS

Feedback regarding the Municipal Public Accounts proposal has been submitted by UMAAS and its members.

#### FINANCIAL STATEMENT – AUGUST 31, 2021

60-21 SCHURY That the Financial Statement for the period ended August 31, 2021 be accepted. <u>CARRIED</u>

### CONVENTION COMMITTEE – EVALUATION RESULTS

61-21 SCHURY That the Convention Committee evaluation results be acknowledged as presented. CARRIED

### CONVENTION 2022 - DATES AND PLANNING

62-21 COSTLEY That the UMAAS Convention be set for June 7-10, 2022 at the Saskatoon Travelodge.

**CARRIED** 

- Discuss availability with hotel after June 15, 2022
- On the Registration form and/or Evaluation Form --- ask if these convention dates work for members.
- Theme to be determined soon.

## CONVENTION 2022 – SASKATOON TRAVELODGE PROPOSAL

63-21 MOLLER That we accept the Saskatoon Travelodge's proposal for the June 7-10, 2022 UMAAS Convention as presented.

**CARRIED** 

#### **BOARD OF EXAMINERS REPORT**

- No meeting to report on – next meeting is in October, 2021.

#### DISCIPLINARY COMMITTEE FILES

64-21 COSTLEY That we dismiss the RM of Canwood complaint due to the lack of substance. CARRIED

## ASSET MANAGEMENT SASKATCHEWAN – FALL WORKSHOPS

65-21 GARRETT That information on the Asset Management Saskatchewan fall workshops be accepted as received and we forward to our members for promotional purposes.

**CARRIED** 

## MUNICIPAL SUSTAINABILITY WORKING GROUP

66-21 MOLLER That the Municipal Sustainability Working Group report be accepted as received.

**CARRIED** 

### 2021/22 BOARD & COMMITTEE APPOINTMENTS

67-21 SCHURY That the 2021/22 Board & Committee Appointments be approved and annexed hereto and forming a part of these minutes.

CARRIED

### GR-LIST OF MUNICIPALITIES WITH MUNICIPAL REVENUE SHARING GRANTS WITHHELD

68-21 DESAUTELS That the Government Relations list of municipalities with Revenue Sharing Grants withheld be acknowledged. CARRIED

## SOCIAL SERVICES – CONSOLIDATION OF RESIDENTIAL SERVICES ACT REGULATIONS

Presented and acknowledged.

### SERVICE LINE WARRANTIES OF CANADA INQUIRY

- President Chorneyko to reply to SUMA regarding the service line warranties of Canada inquiry.

### UPDATE ON PROPOSED AMENDMENTS TO MUNICIPAL ADMINISTRATORS' ACTS

- No further information received since the last meeting.
- Executive Director will follow up.

### UMAAS FUTURE STRATEGIC PLANNING EXERCISE

- Executive to review the current Strategic Plan document and bring forward comments to the November, 2021 Executive Meeting.

#### PRELIMINARY 2022 SALARY GUIDELINE DISCUSSIONS

- Any input on the draft 2022 salary guideline.
- Current CPI index is at 4.1%, but may change.
- Consider increasing at 3% rate?
- Executive Director to conduct additional forecast research and develop 2022 draft for next meeting.

## PRELIMINARY 2022 BUDGET DISCUSSIONS

- Draft a 2022 budget as normal.
- Will present the 2022 draft budget to the November meeting.

#### SUCCESSION PLANNING – EXECUTIVE DIRECTOR/EXECUTIVE ASSISTANT

69-21 COSTLEY That we accept Richard Dolezsar, Executive
Director's and Teresa Parkman, Executive Assistant's notice to
retire at December 31, 2022 and the UMAAS Executive take
steps to find replacements in due course

CARRIED

### R. ANDERSON – ONBOARDING TOOL KIT

- Discussion and acknowledged.
- Executive Director will follow up on behalf of UMAAS.

#### CORRESPONDENCE

70-21 HOARE That the correspondence be acknowledged and filed. CARRIED

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## **ACCOUNTS**

71-21 MOLLER That the accounts be approved.

**CARRIED** 

# NEXT MEETING DATE & SITE

Next UMAAS meetings to be held on November 19th with Gov't officials and November 20th in Regina.

## **ADJOURNMENT**

72-21 GARRETT That we do now adjourn at 11:50 a.m.

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	CARRIED
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President	
Executive Director	