

# EXECUTIVE MINUTES

Urban Municipal Administrators' Association of Saskatchewan

12:20 p.m. Tuesday, June 10, 2022 – Galaxy A Room

## PRESENT

President: - Chris Costley  
Vice President: - Barry Elliott  
Past President: - Jason Chorneyko  
Directors: - Aileen Garrett, Stephen Schury,  
Kelly Hoare, Meredith Norman, Landon  
Chambers, Pamela Wintringham, Andrea  
Goebel, Janelle Desautels  
Executive Director: - Rick Dolezsar  
Executive Assistant: - Teresa Parkman

## CALL TO ORDER

President Chris Costley called the meeting to order at 12:20 p.m.

## AGENDA

49-22 HOARE That the agenda be approved as presented.

CARRIED

## SIGNING AUTHORITIES

50-22 NORMAN That the following persons be approved for signing authority on behalf of UMAAS including the UMAAS bank accounts:

one of the following persons:

Chris Costley, President OR Barry Elliott, Vice President

AND also

one of the following persons:

Richard Dolezsar, Executive Director OR Teresa Parkman,  
Executive Assistant.

CARRIED

## RFP – EXECUTIVE DIRECTOR, EXECUTIVE ASSISTANT, BOARD OF EXAMINERS SECRETARY

- Executive Director will develop draft Request for Proposals (RFP) for position of Executive Director, Executive Assistant and Board of Examiners Secretary to be reviewed by the Administration Committee.
- Discussion on process and closing date to coincide with September, 2022 Executive Meeting.
- Ad placement – membership, website, SUMA and Jobshop.ca

JOINT UMAAS/RMAA/GR ADVISORY SERVICES COMMITTEE

- 51-22 WINTRINGHAM That as per the request from Judy Kanak, Manager Advisory Services that Janelle Desautel, Kelly Hoare and Meredith Norman (Alternate) be appointed to a joint Advisory Services, UMAAS/RMAA Committee.

CARRIED

OCTOBER WORKSHOPS – COMMUNITY PLANNING PROCESSES

- UMAAS will move forward with October Workshop on Community Planning Processes. Executive Director will draft materials.

SEPTEMBER MEETING DATE (September 17<sup>th</sup> or 24<sup>th</sup>)

- Executive Director will review calendars and advise of September Executive meeting date.

EXECUTIVE UPDATES

- New executive members will provide contact information, photos and bios to update website.
- Updated policy manual will be circulated in due course.

IPADS – NEW MEMBERS

- UMAAS will provide new iPads to new executive members and other executive members who have out of date models.

NAME TAGS

- Magnetic name tags will be provided to new executive members in due course.

ADJOURNMENT

52-22 CHORNEYKO That we do now adjourn at 12:52 p.m.

CARRIED

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President

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Executive Director