

EXECUTIVE MINUTES
Urban Municipal Administrators' Association of Saskatchewan
Room 6, REAL District, Regina, SK
09:40 am – Monday, April 15, 2024

PRESENT	President:	Barry Elliott
	Vice President:	Landon Chambers
	Past President:	Rodney Audette (9:45 am)
	Directors:	Stephen Schury Meredith Norman Jennifer Gritzfeld Marty Baroni Melissa Dieno Kelly Hoare Janelle Desautels Shannon Ulsifer
	Executive Director:	Jason Chorneyko
	Executive Assistant:	Lovely Magnaye

CALL TO ORDER

President Barry Elliott called the meeting to order at 09:41 a.m.

AGENDA

34-24 CHAMBERS That the agenda be approved as amended.

CARRIED

Delegation: Brad Hvidston, Secretary, Board of Examiners 9:44 am – 10:10 am.

MENTORSHIP POLICY

35-24 SCHURY That Administration Committee works together with the Board of Examiners to amend the mentorship policy

CARRIED

FEBRUARY 17, 2024 EXECUTIVE MEETING MINUTES

36-24 DESAUTELS That the February 17, 2024, Executive Meeting Minutes be approved as presented.

CARRIED

RMAA RECIPROCITY LETTER

37-24 CHAMBERS That we instruct the Administration to send the reciprocity letter to RMAA.

CARRIED

UMAAS RESOLUTION

38-24 HOARE That we request a delegation to SUMA at their next meeting to discuss the UMAAS resolution and present and ratify the resolution to UMAAS membership at the 2024 convention.

CARRIED

LIST OF ACCOUNTS

39-24 AUDETTE That the attached list of accounts be approved as presented.

CARRIED

FINANCIAL REPORT – FEBRUARY 2024

40-24 CHAMBERS That the Financial Reports for the period ended February 29, 2024, be accepted and attached hereto.

CARRIED

APRIL 15, 2024 UMAAS EXECUTIVE MEETING MINUTES

FINANCIAL REPORT – MARCH 2024

41-24 NORMAN That the Financial Reports for the period ended March 31, 2024, be accepted and attached hereto.
CARRIED

ADMINISTRATION DIALOGUE COMMITTEE REPORT

42-24 BARONI That we accept the Administration Dialogue Committee Report as presented.
CARRIED

EX-OFFICIO MEMBER UMAAS/RMAA

43-24 SCHURY That we instruct Administration to draft a letter to RMAA to discuss the concept of an ex-officio member of UMAAS to RMAA and vice versa.
CARRIED

SALARY SURVEY

44-24 AUDETTE That we instruct Administration to commence a survey for the Assistant Administrator and Office Clerk for future discussion about a salary grid.
CARRIED

SARM CONVENTION

45-24 DESAUTELS That we add the SARM Convention and Mid-Term Convention as acceptable functions for Continuing Professional Education.
CARRIED

REQUESTS FOR DISTRIBUTION

46-24 CHAMBERS That we accept email requests for distribution on our website as information.
CARRIED

SCOTIABANK INVESTMENT

47-24 DESAUTELS That we invest \$48,022.84 with Scotiabank's Non-Redeemable GIC 13-month term at 5%.
CARRIED

BYLAW 1-00 AMENDMENTS

48-24 AUDETTE That we approve the amendments to Bylaw 1-00 as presented.
CARRIED

CORRESPONDENCE

49-24 NORMAN That the correspondence be acknowledged and filed.
CARRIED

OTHER BUSINESS

50-24 CHAMBERS That all documents presented under other business be acknowledged and filed.
CARRIED

The meeting was recessed at 11:14 am.

The meeting resumed at 11:20 am.

MOVE MEETING TO "IN CAMERA"

51-24 CHAMBERS That we halt the meeting and move "in camera" to discuss Human Resources issues.
CARRIED

Executive Director Jason Chorneyko and Executive Assistant Lovely Magnaye leave Room 6 at 11:20 am.

Executive Director Jason Chorneyko and Executive Assistant Lovely Magnaye return to Room 6 at 11:30 am.

President Barry Elliott calls the meeting back to order at 11:31 am.

RENEW CONTRACTS CONTINUOUSLY

52-24 BARONI That the contracts for the Executive Director, Executive Assistant and Secretary of Board of Examiners automatically renew at the end of each year unless either party gives the other written notice of termination at least 30 days prior to the end of the relevant term. FURTHERMORE, that annual salary increase will follow the salary increase provided by the UMAAS Salary Guide.

CARRIED

EXECUTIVE DIRECTOR'S REPORT

53-24 HOARE That we accept the Executive Director's Report as presented.

CARRIED

NEXT MEETING DATE AND VENUE

54-24 AUDETTE That the next Executive Board meeting be held on May 28, 2024, at 2:00 pm at Saskatoon Inn and Conference Centre, Saskatoon.

CARRIED

ADJOURN

55-24 HOARE That we adjourn the meeting at 11:34 am.

CARRIED

President

Executive Director