UMAAS/SUMA LOCAL GOVERNMENT LEADERSHIP SCHOLARSHIP PROGRAM

1.0 PREAMBLE

1.1 The Local Government Leadership (LGL) Program at the Royal Roads University is designed for persons who wish to improve their leadership skills within the local government setting.

1.2 Target candidates include senior or middle managers and elected officials in municipal or regional government.

1.3 The UMAAS/SUMA Local Government Leadership Scholarship is made possible through UMAAS/SUMA and the Royal Roads University in Victoria.

2.0 PROGRAM DETAILS

2.1 The LGL Program will run October 24th to 29th, 2003.

2.2 Estimated LGL Program costs for budgeting purposes include:

- registration, materials and meals is $2250
- accommodation and meals are available on site. Accommodation costs $330 for six nights.
- travel to/from Victoria is applicants responsibility.

3.0 SCHOLARSHIP DETAILS

3.1 Nominations are due October 1st, 2003 for a scholarship award for the 2003 Program.

3.2 $750.00 is provided by UMAAS, $750.00 is provided by SUMA and $500.00 is provided by the Royal Roads University.

4.0 ELIGIBILITY

4.1 Members of UMAAS will be given preference.

4.2 Candidates must be nominated by their organization (Principal Appointed Officer, Chief Elected Official and/or Council) as potential leaders.

4.3 The candidate and/or their organization must indicate a preparedness to finance remaining costs for LGL Program participation by the candidate.

5.0 CANDIDATE APPLICATION

5.1 Candidates will be persons who can show a progression toward or in a leadership role within local government by providing the following information:

(a) current role and responsibilities
(b) list of past and related leadership roles
(c) statement of personal leadership goals
(d) list of self-development initiatives and affiliations
(e) description of how the LGL experience will relate to the candidate’s personal goals; and
(f) description of how the LGL experience will relate to the candidate’s organization.

APPLICATION UMAAS/SUMA LOCAL GOVERNMENT LEADERSHIP SCHOLARSHIP

For the October 24th to 29th, 2003 Program applications should include the following:

1. Name of Organization
2. Name of Applicants (first and surname)
3. Business Address
4. Telephone (office, fax, home, e-mail)
5. Present Office
6. Summary of present Major Responsibilities
7. Professional Development Courses
8. Memberships and offices in Local Government Associations
9. Outline your Personal Leadership Goals
10. Description how attendance at the LGL Program will relate to these goals
11. Letter from the principal Appointing Officer, Chief Elected Official or Council supporting your nomination must accompany this application.

Deadline for receipt of application is Wednesday, October 1st, 2003 for the October’s 2003 Program.

For application information and submission, contact: Richard Dolezsar, Executive Director
Urban Municipal Administrators’ Association of Saskatchewan
P. O. Box 730
Hudson Bay, SK., S0E 0Y0
Phone: (306) 865-2261   Fax: (306) 865-2800
E-Mail: rdolezsar@sasktel.net

For general Program information contact:
Gordon McIntosh
Executive Director, Islands Trust
Phone: (250) 391-2681
lglgnetwork@royalroads.ca

For further Program details contact:
Gordon McIntosh
(LGL Program Director)
Executive Director, Islands Trust
Phone: (250) 405-5160   Fax: (250) 727-0124
E-Mail: Gordon.Mcintosh@royalroads.ca

“The sooner you fall behind the more time you’ll have to catch up.”
President's Message

With this article, we are providing you with a form of distinction from which you can choose the one that best suits your needs. It is hoped that this choice last been devastated by a pounding hailstorm which has left almost every house with broken windows, missing shingles, damaged siding and extensive damage to their property. As you stood outside just minutes after the hailstorm and managed to catch your breath, you realized the power of Mother Nature, not to mention the damage done to my home, a smile crossed my face and thanked the good Lord that my family was safe. As Laurel Mattison’s topic of “When The Going Gets Tough” at our Leadership Development Program are now underway. These trial workshops will have members of all the contributing Associations present to evaluate the material and presentations. Another set of election workshops have been prepared and will be delivered by Department staff shortly. The winds of political change are beginning to blow across the Province and municipal election officials must begin preparing. 

I will be representing this Association at the August 19th meeting of the Municipal Reporting Committee. I know there will be retesting of the new financial standards, comments and suggestions for improvements and the many concerns that have been expressed by all participants. On our Association’s behalf I will once again be voicing our position on the reporting of third party entities. This position states that municipal third party entities which are independently audited by chartered accountants or are incorporated under “The Nonprofit Corporation Act” be excluded from reporting under the municipality’s audited financial statement. Interesting, so all constructive ideas are welcome. 

Tenders close 5:00 p.m., Friday, October 3, 2003.

Tenders will have sense enough to stop. If they don’t understand, they’ll have no choice but to go blindingly ahead doing what you told them to do. 

Explain the reason for your request to the people you’ve asked to carry out the task. It shows that you think it’s important that they understand why they’re being asked to do it and how they’re able to use their heads. You also put them in a position to make suggestions - and these can be very helpful.

People are robots or push buttons. The more you can treat them like intelligent human beings with good brains in their heads, the better your results will be. 

Sure - there are times when the reason is so obvious that everyone it isn’t worth mentioning. And there are times of urgency when people have to do what they are told and pronto! But the general rule will stand. When you ask someone to do something explain why.

God gave us two ears but only one mouth. Some people say that’s because he wanted us to spend twice as much time listening as talking. Others claim it’s because he knew listening was twice as worthwhile sharing with you.

When you ask people to do something, be sure to also tell people why. It is well worth the time and effort.

It’s very easy for a busy person to fall into the habit of simply telling people to do things without further explanation. It seems like the quickest and easiest way to get things done.

But it’s really the best way to get things done. When you ask someone to do something, take time to explain why. It’s an excellent habit with a lot of good side effects.

Explanation why you want something done automatically removes the curse of “bossiness”. When there’s a good reason why something ought to be done, it puts you in the position of simply making a logical, reasonable request. It completely removes the bad taste that comes from “ordering people around.”

When you explain why, you also lessen the chance of error. People who understand why are more likely to do a better job. If the situation changes - so that the action is no longer required - they have sense enough to stop. If they don’t understand, they’ll have no choice but to go blindingly ahead doing what you told them to do. Explain the reason for your request to the people you’ve asked to carry out the task. It shows that you think it’s important that they understand why they’re being asked to do it and how they’re able to use their heads. You also put them in a position to make suggestions - and these can be very helpful.

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Present were: 177 Delegates
26 Spouses
4 Fraternals
21 Sponsors and Exhibitors
228

WEDNESDAY, JUNE 4TH

CALL TO ORDER
Vice President Gartner called the meeting to order at 9:00 a.m. Wednesday, June 4th, 2003.

INVOCATION
Dorothy Fortier, Director of Pastoral Services, R.C. Diocese of Saskatoon gave the Invocation.

WELCOME AND INTRODUCTIONS
Vice President Gartner introduced the head table and gave his welcoming remarks.

EXECUTIVE DIRECTOR’S REPORT
Executive Director Richard Dolezsar provided his annual report on the operation of the Association and announcements relating to the 2003 Convention Program.

2002 CONVENTION MINUTES
Moved by Richard Dolezsar that the 2002 Annual Convention minutes be approved as circulated. - CARRIED

2002 AUDITED FINANCIAL STATEMENT
Moved by Richard Dolezsar that the 2002 Audited Financial Statement be accepted as circulated. - CARRIED

KEYNOTE SPEAKER - DOUG ARDEN
Doug Arden of Events Edge Entertainment provided an inspiring Conference Kickoff presentation entitled “Secrets of Success”.

CALL FOR NOMINATIONS
Phil Boivin, Gov’t Relations, Advisory Services, conducted the Call for Nominations for President and Vice President of UMAAS.

Jim Toyne nominated Kim Gartner as President.
No further nominations for the Office of President were received upon third call.

Phil Boivin declared Kim Gartner of Macklin elected by acclamation as Vice President.

Concurrent Workshops
The following concurrent workshops took place:
1) Saskatchewan Association of Recreation Presidents - Donna Roy, Executive Director, SARP and Dianne Wright, Past President, SARP
   “The Value of Recreation” - Phil Boivin, Delta Room
   2) Engineer/Client Responsibilities
      - W.A. Bullee, Bullee Consulting
      - Gordon Beck, Sask. Association of Professional Engineers - Delta Room
   3) Role and Services of the Saskatchewan Municipal Relations
      - Bob Newton, Kramer Ltd.
   4) Building Inspector Liability - Wayne Meier, Municode Services and Richard Nicolas of the Building Standards Branch - Delta Room

THURSDAY, JUNE 5TH, 2003

ASSOCIATE MEMBERS MEETING - ELECTION
A meeting of Associate Members was held and Sheila Lauver was elected as Associate Director.

WORKSHOP - ROLES OF ADMINISTRATION VS COUNCIL
Ken Pontikes presented a workshop on the roles of Administration versus Council.

S.U.M.A. PROGRAMS REVIEW
Brenda Oliver and Jane Anweiler provided a review of all SUMA Programs including the EFAP.

WORKSHOP - LAND TITLES - ISC
Representatives of ISC provided a workshop on the Land System.
   - Ron Bars, Client Relations Manager
   - Debra McLean, Director Customer Services Centers
   - Agnes Briere, Customer Service Centre Representative

GOLF Tournaments, SLO-PITCH, TOUR AND AWARDS
Golf and Slo-Pitch - Valley Regional Park at Rosetown
   - River Boat Tour, Saskatoon
   - Social and Awards Night - Sponsored by the Gang of Three - Royal Bank of Canada, Kramer Ltd. and Signal Industries Ltd.
   - Represented by John Neidemier, Royal Bank of Canada, Merv Mantyak, Signal Industries Ltd. and Bob Newton, Kramer Ltd.
   - Winning Team - Nicole Lachance, Brian Sych, Kim Gartner, Geraldine Gervais
   - Longest Drive - Steven Piemantier, Helen Martinka
   - Closest to the Pin - Mark Dubkowski, Bertha Hofpuf
   - Comedy Hour with Nester Pister

KEYNOTE SPEAKER
Sponsor representative, Brian Kelly, Business Manager Sales, SaskPower, introduced the keynote speaker, Laurel Mattison who made an inspiring presentation entitled, “When The Going Gets Tough”.

BANQUET
President Kim Gartner chaired the annual banquet.
Hon. Ron Osika, Department of Government Relations, Municipal Relations Division, addressed the Convention on current municipal issues. The following awards were announced and presented:
   - Retirement
   - Membership Pins
   - New Certificate Holders
Past Executive Presentations

FRIDAY, JUNE 6TH, 2003

CONCURRENT WORKSHOPS
The following concurrent workshops were held:
1) Role and Services of the Saskatchewan Municipal Board - Gordon Hubbard - Galaxy Room
   2) Building Inspector Liability - Wayne Meier, Municode Services and Richard Nicolas of the Building Standards Branch - Delta Room

DISCIPLINARY POLICY REVIEW
Director John Wade opened the floor for discussion of the UMAAS Disciplinary Policy Review.

RESOLUTIONS SESSION
Director John Wade gave a brief update on the status of the UMAAS Resolutions Committee.

INTRODUCTION OF 2003-2004 EXECUTIVE
Division 1 - Ed Signeth, Pilot Butte
Division 2 - Michelle Schmidt, Leader
Division 3 - Orrin Reddin, Watrous
Division 4 - Kim Hauta, Kindersley
Division 5 - Colleen Digness, Choiceland
Division 6 - Ivan Gabrysh, Hague
Division 7 - John Wade, LaRonge
Division 8 - Sheila Leurer, Otesa
Division 9 - Michael Hotsko, Wadena
Division 10 - Kim Gartner, MacLnn
Division 11 - Jim Toyne, North Battleford
Division 12 - Richard Dolezsar, Hudson Bay
Division 13 - Eileen Danyiuk, Hudson Bay

PRESIDENT’S ADDRESS
President Kim Gartner thanked the Delegates and Executive Members for their support and looked forward to working with the new Executive and membership in the coming year.

ADJOURNMENT
President Kim Gartner declared the Convention adjourned at 11:00 a.m.

A Short Course In Human Relations
The Six Most Important Words “I admit I made a mistake.”
The Five Most Important Words “You did a good job.”
The Four Most Important Words “What is your opinion?”
The Three Most Important Words “If you please.”
The Two Most Important Words: “Thank You.”
The One Most Important Word: “We”
The Least Important Word: “I”.

---End---
Board of Examiners Report

It has been a year since there has been a report in the UMAAS Update regarding the activities of the Board of Examiners. In the September 2002 issue former Chairman: John Wade was stepping down yours truly was appointed by the UMAAS Executive to replace him. Since the change over we have held three meetings and tried to have a fourth just prior to our Convention in June. Due to holidays and other unforeseen occurrences we have been unable to hold that fourth meeting. It is my hope that we can have this meeting shortly as we have a number of applications received that have to be dealt with along with other matters.

As a point of interest, I would like to briefly explain how our process works. When an application is received it is checked by the Secretary of the Board to see that all of the required documentations, fees etc. have been received. If not, the Secretary has to contact the individual to obtain whatever is missing. When we have everything that is required, the other Board members are contacted to select a date that is suitable to all. This is not always easy as it may appear for whatever reason. If a suitable date is selected then the packages of applications are sent to the members by mail. A meeting is held and the decisions are made. When the Board has approved an application, the Certificates are then typed out and sent to the Board members for signing. After the first member signs them, they then go on to the second member and then to the third. If one or more members are away for any length of time the process is slowed down. It could take several weeks from beginning to end. All of the above work has to be worked into our daily routines if possible. If it is not possible to do the Board work during the day then it has to be done at night. In a busy office such as the Secretary and I are in, the Board work unfortunately does not take priority. We are looking for a better solution or method as to how to handle the affairs of the Board. If anyone has any ideas or suggestions, please let us know.

In this update there is a questionnaire that we would like to have filled out and returned to either the Board of Examiners office in La Ronge or the UMAAS office in Hague. The reason for the questionnaire is that we are working with other groups such as RMAAS, and the two Universities to develop some new education programs. In order to do this, we need to know what our needs are and what they are going to be over the next few years. Thus we need to have the questionnaire filled out. If you have not already done so, please take a minute to do this and sent it in. Than you.

John Wade
Chairman

ADMINISTRATOR POSITION

The Town of LaRonge, population 2727, is seeking an Administrator. The ideal applicant will possess at least a minimum of a Standard or Class C Certificate in Local Government Administration or other similar certification and have several years experience in the municipal administration field.

Must be a good communicator, both written and oral, possess excellent interpersonal skills, have experience with conflict resolution and dealing effectively in a political environment. Have proven ability to provide leadership and working effectively with private industry, citizens, community volunteers, Board and committees.

Please submit resumes with references and salary expectations to the Town of LaRonge, Box 5680, La Ronge, Saskatchewan, S0J 1L0, or by e-mail to jwh@skadet.net or fax to: (306) 425-3883 by 5:00 p.m., September 30, 2003.

Only those candidates selected for an interview will be contacted.

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Administrator Profile

Ivan Gabrysh - Town of Hague

Director Division 6

I was raised at Radison, Saskatchewan and graduated from the University of Saskatchewan in 1979. In 1984 I married Melanie Dueck. We have two boys, Christopher, who was born in 1985 and Anthony, who was born in 1988. We have been living in Hague for the past 15 years. I am employed by MCTC as a Gas Technician. My wife, Melanie is a Certified Bookkeeper with the City of La Ronge.

I have been actively involved with the UMAAS for the past 15 years, and have held all Board positions. I have worked with the executive to get programs that dealt with youth, seniors, community, and sports and spending time golfing and fishing as well as being at our cabin at Candle Lake.

Besides being busy at work, I am Director of Hague Senior Citizens Housing Corporation and am on the Hague & District Small Business Association Board. I was elected as Division 6 Director in 2001 and re-elected this year for a second term.

Community Profile

Town of Hague

Hague is a thriving and prosperous community located approxi- mately 45 km, northeast of Saskatoon and 95 km, southeast of Prince Albert. It is located at the confluence of two local watercourses which serve as the main route to the northern lakes and resorts in the Province. The Hague River is 15.4 km in length and is a tributary of the South Saskatchewan River in the far north east of town.

Hague was named after Mr. J. Hague, an employee of the C.N.R. when the railway track was laid to connect Saskatoon and Prince Albert. The townsite was surveyed in 1906 and incorporated as a village in 1928. Hague was named in honor of Mr. Hague, who was employed by the Mennonite farm in the late 1800’s and 1900’s and their presence in the community of Hague is visible in the small town of Hague, near the town of Hague.

Hague is situated in the heart of the Hague River Valley area, in which Hague is situated, there are many large dairy, hog, poultry and mixed farming operations. Hague has the only remaining elevator, operated by United Agri-Center, serving the valley area.

There are many businesses and services offered within Hague and the immediate surrounding trading area. In the heart of Hague in the Hague River Valley Museum that contains a traditional

Editorial

Ivan Gabrysh, Administrator, Town of Hague

Editorial

Bernath have done a good job of representing their respective Divisions on the Executive and need to be complemented on a job well done. With their departure and with Director Michael Hintz becoming our new Vice President, we welcome Michelle Schmidt, Kim Haula and Orni Redden to the Executive. I am sure each of you, as a Director, will contribute to the Association and do a good job of representing your Division.

As a Director, I sometimes feel that the only time we hear from our fellow Directors and members is at a workshop, Division meeting or at a Convention. Administrators and directors need to be encouraged to contact your Director on any issue or concern you feel needs to be addressed. As we public officials are subject to all kinds of matters and incidents in the day to day operations of the municipality. This opens us up as public employees to be in touch with our fellow administrators, our fellow staff, the Association and the public. Our Association is offering programs like the Employee Family Assistance Program and other programs to help alleviate the stress incurred with this profession. Please use this service if needed.

Our next Executive meeting is on Saturday, October 4th in Saskatoon. If you have any questions or concerns that you feel need the attention of the Executive, please call your Division Director.

Have a great summer and I will see you at the Elections Workshop.

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