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**YOUR BOARD OF DIRECTORS**  
**2008-2009**

PRESIDENT - Michele Schmidt, Kerrobert  
 VICE-PRESIDENT - Shelley Funk, Dalmeny  
 PAST-PRESIDENT - Kim Gartner, Macklin  
 EXECUTIVE DIRECTOR - Richard Dolezsar, Hudson Bay  
 EXECUTIVE ASSISTANT - Eileen Danyluk, Hudson Bay  
 DIRECTORS:

District	No. 1 - Rodney Audette, Carnduff
	No. 2 - Deb Machay, Maple Creek
	No. 3 - Jason Chorneyko, Wynyard
	No. 4 - Kathy Reschny, Luseland
	No. 5 - Cathy Coleman, Watson
	No. 6 - Nicole LaChance, Rosthern
	No. 7 - Therese Chartier, Buffalo Narrows

Associate Director - Vacant  
 Ex Officio - Allan Earle S.U.M.A. President

# **President's Message**

**- Michele A. Schmidt,  
UMAAS President**

Well here I sit in my office looking over my "to do" list again and wondering why it isn't any shorter than it was last week and then realize, after a friendly reminder from Rick, that it's time for me to complete my President's Message, well here it goes!

I have received several inquiries regarding "Administrator Certification". The Municipalities Act requires a municipality with a population of over 100 to employ an administrator who is certified by the Urban Board of Examiners. The requirements for a municipality to employ a certified administrator are to ensure the administration of important community services and public assets are effectively managed. Certification of administrators provides elected officials and taxpayers with assurance the individuals employed by communities have their qualifications evaluated and meet established standards of knowledge and skills. Your membership with UMAAS should not be confused with your requirements to be certified. If you have questions regarding "Certification" please feel free to contact me at 306-834-2361.

In 2002, the Public Sector Accounting Board (PSAB) released a report which recommended that municipalities record and report their financial activity in accordance with PSAB statements, which includes the

Capitalization of Infrastructure Assets report. Effective January 1, 2009 we will be required to report all tangible capital assets at their actual or estimated historical cost. We will all have a hectic year throughout 2009 working with inventory lists of capital assets, inputting information on computer software to ensure that we meet this deadline. With the tangible capital asset reporting fast approaching I know that each and everyone of you are up for the challenges that you will face. The upcoming workshops in November and December will provide us with a manual, template and on-line resources that we need to manage our tangible capital asset report (PSAB) - See you there!

Well with Christmas fast approaching us, we must all remember one thing "You Are Not Your JOB"! In 2009 we have PSAB reporting, reassessment and a municipal election in October. We must all remember to take time to enjoy life and take some time for ourselves - it is important that we recharge our batteries so that the workload and pressures of our day-to-day routine do not burn us out.

I would like to take this opportunity to extend to each and everyone of you best wishes for a wonderful Christmas Season and a Happy New Year!

# **Executive Director's Editorial**

**- Richard Dolezsar  
R.M.A.**

As another year rushes to a close, we can relate to how fast time really does fly. Personally, November 1st marked 25 years of service with the Town of Hudson Bay, not to mention 18 years served as Executive Director with UMAAS, all of which seems like it passed in a very short time.

While there have been numerous changes in the landscape and our work environments, I am now starting to tend to notice that while time flies, change on the other hand while constantly evolving, tends to move at a much slower pace, especially in government circles.

I'm going to go out on a bit of a limb here as I sometimes do and suggest that there are some issues with our local governments in Saskatchewan which will have to be addressed soon.

One of the most common calls I now receive as Executive Director of UMAAS is to do with the difficulties that smaller municipalities have in generating any amount of qualified applications in response to their advertisements for replacement of the Chief Administrative Officers. And no, there is no list of people who are willing to float around the province and fill in on a short term basis. People who retire or leave the field of municipal administration have generally had their fill of wielding those types of daily responsibilities and wish to move on to something else or a well-earned retirement.

Let's face it and be realistic, generally to make a career in municipal government with a remuneration package that will allow the individual as the main wage earner in the family to support a family and an average home the

annual wage has to be in the range of \$50,000 to \$60,000 per year minimum!

If we look at recent wage surveys on the Urban side, the results will show that to support that type of salary plus some compliment of support staff, municipalities generally will have to be over 1000 population and have a significant assessment base.

While I am certainly not a proponent of huge, ineffective regional governments, I do have a great belief in common sense, realism and doing things in such a way that will produce effective results. If a municipality can't attract a bona fide Administrator, what hope is there that they will be able to properly carry out and follow all of the other regulatory requirements that should be followed. Probably not much and a closer look will probably reveal that there are many other things not up to current day standards.

My personal opinion, which should not be construed as that of our Association, is that in the years ahead we will have to see some significant changes in the make up of our municipal bodies if our local governments are going to effectively serve our residents with modern day services and protections they expect. To think this advancement will not occur would be an error and I for one would like to be part of its design as opposed to a recipient of some foreign conceptual plan that is handed down to us.

I look forward to the future and the changes which are ahead of us, in the end Saskatchewan will continue to advance for the benefit of all.

Merry Christmas and Happy New Year to all!

# **Executive Editorial**

**- Kim Gartner,  
Past President**

The following is presented by the writer to stimulate discussion using personal thoughts as a basis:

We have all received preliminary assessment numbers for the 2009 year and in most cases are witnessing yet another swing in assessment values. In 1996, when the current assessment system was being put into place concerns were voiced regarding the methodology of a "fair value" assessment which is based on a market adjusted replacement cost. The "Ad Valorem" system of taxation using market adjusted assessment creates huge disparities between municipalities and their residents. Most municipalities have recognized the inadequacy of using "Fair Market Values" for calculating municipal taxes and have adjusted the calculations by using tax tools. This begs the question "What is the assessment system being used for?"

In the case of my own municipality the assessment is being used almost entirely as a means of calculating school taxation. The perception that the purchase price of a property determines the ability to pay taxes is both misguided and misunderstood especially in the rural setting of this Province. The purchase price of a property is dictated by a willing vendor and a willing purchaser and is somewhat influenced by the local economy. Hopefully, a school teacher or a nurse (as examples) makes the same amount of money no matter where they live in the Province. So the argument could be made in fact that the ability to pay is diminished in areas where the cost of purchase, the Market Adjustment Factor, is higher. If we continue to use the

current assessment system for the purpose of education funding I believe that we will continue to see huge shifts amongst municipalities and school divisions.

If our current assessment system is the most effective way to provide funds to our education system then we should investigate using only the "Replacement Cost" portion of the assessment calculation. It was only a few short years ago that the LMI (Local Market Index) was removed from the assessment calculation of agricultural lands. This change would be comparable to the removal of MAF (Market Adjustment Factor) from residential and commercial properties. A change to the "Replacement Cost" system was initiated when the LMI Factor was removed.

I believe in fairness and equity when distributing the cost to educate our children. The cost to educate a student does not change drastically from community-to-community and neither should the amount of school taxes being paid on a similar property. If we continue to use the current assessment system for funding education there will once again be school divisions receiving no provincial funding for education. We currently have an opportunity to correct our system of funding education and remove yet another deterrent for sustained growth. I wish Mr. Jim Reiter, MLA all the best in his deliberations while reviewing our system of funding education. If you have not yet made a submission to this commission please consider forwarding your thoughts as soon as possible. This is a major undertaking on behalf of the residents of Saskatchewan and is anxiously awaited by every individual and corporation that pays school tax.

## **Administrator Profile**

**- Therese Chartier -**

### ***Northern Village of Buffalo Narrows***

I was born and raised in Buffalo Narrows. I have lived in Buffalo Narrows most of my life with the exception of a few years when I left to go to high school and to attend a cosmetology program in Moose Jaw. I moved back to Buffalo Narrows in 1988 and have been here ever since. I started working for the municipality in June 1989 and held a part-time position for a few years and I was then hired on full-time. The previous administrator retired in November of 2007 and she encouraged me to apply for her position. I started the LGA program through the U of R in September of 2007 and I will be finished in December of this year. I currently am working under a conditional certificate. I was hired as the Administrator for Buffalo Narrows in October 2007. I am married and have three children, my oldest, a daughter is a nurse and works in Prince Albert at the Victoria Hospital and my second, a son, is an electrician who works in Alberta and my youngest, a son is graduating from high school in 2009. I also have two beautiful grandchildren. I am serving my first term on the UMAAS Executive and am representing Division 7.

## **Community Profile**

### ***Northern Village of Buffalo Narrows***

Buffalo Narrows is a beautiful community of approximately 1500 residents. We are 249 kms north of Meadow Lake on Highway 155. The community is surrounded by water and has lots of great fishing for those people who enjoy fishing. We have a couple of hotels and a couple of bed and breakfasts. We have a few service stations. We have grocery stores and confectionaries. We have a hardware store and dollar store. We also have a Clinic and drugstore and Keewatin Yatthe Regional Health District has their main office in our community. We have an ambulance service and a volunteer fire department. We have a K-12 school, a preschool and a daycare center and Northlands College is also in Buffalo Narrows. We are also home to a beautiful sand beach that stretches 9 kms long and has the finest sand you can find anywhere. We have an arena with artificial ice and complex hall along with a curling rink with artificial ice. We recently sold 107 lake front lots to individuals and a developer purchased land to develop 193 lots. We are also starting our upgrade to our Water Treatment Plant and Lift Stations. These projects are being phased in and are expected to be completed by 2012.



# Board of Examiners Report

## November 17, 2008

The Board of Examiners met November 17, 2008 at 7:00 p.m. via conference call.

The following certificates were approved.

### PERMIT - Acting Clerk

- Joan Caldwell - Village of Paynton - Clerk - June 30, 2009
- Corie Lanceieve - Village of Stewart Valley - Clerk - June 30, 2009
- Penell Aadland - Village of Milden - Clerk - June 30, 2009
- Sandra Sutherland - Village of Weekes - Clerk - June 30, 2009

### CONDITIONAL:

- Thom Barker - Village of Abernethy - Clerk - December 31, 2011
- Jaime Clark - Village of Spy Hill - Clerk - December 31, 2011
- Mardelle Cunningham - Village of Hepburn - Clerk - December 31, 2010
- Carmen Dodd - Village of Macoun - Clerk - December 31, 2013
- Samantha English - Village of Sedley - Clerk - June 30, 2010
- Peggy Fleck - Village of Kenosee Lake - Clerk - December 31, 2011
- Christine Galbraith - Village of Edenwold - Clerk - June 30, 2010
- Sharie Hall - Saskatchewan Beach Village - December 31, 2011
- Gina Hallborg - Village of Chaplin - Clerk - December 31, 2011
- Lori LaClare - Resort Village of Cochin - Clerk - June 30, 2010
- Corie Lanceleve - Village of Stewart Valley - Clerk - June 30, 2010
- Lisa Qessy - Village of Canwood - Clerk - December 31, 2011

- Donna Spanier - Village of Craven - Clerk - December 31, 2013
- Darlene F. Sperling - Village of Borden - Clerk - December 31, 2011
- Muriel Anne Stronski - Village of Loreburn - Clerk - June 30, 2011
- Tammy Lorraine Sloan - Village of Tompkins - Clerk - December 31, 2011

### STANDARD:

- Kathy Anthony - RM of Reciprocity No. 32 - Administrator
- Tara Bueckert - Village of Shell Lake - Administrator
- Murray Cook - Village of Earl Grey - Administrator
- Arnold G. Flegel - Resort Village of Kaunata Valley - Administrator
- Tara M. Gariepy - Town of Birch Hills - Assistant Administrator
- Richard W. Hicks - Village of Bethune - Administrator
- Cathy Holt - Village of Spalding - Administrator
- Barry Katschke - Village of Roche Percee - Administrator
- Gillian Lund - Village of Coleville - Assistant Administrator
- Margaret Rowland - Town of Esterhazy - Accounting Clerk
- Kathleen Lenore Steenbruggen - Village of Carievale - Administrator
- Glenn Thompson - Village of Elfros - Administrator
- Brandi Trembath - Village of Pennant - Administrator
- Rob Trott - Village of Gainsborough - Administrator
- Brad Vanbeselaere - Town of Oxbow - Administrator
- Patti Vance - Village of Holdfast - Administrator
- Lorna Vollmin - Village of Macoun - Administrator

### ADVANCED - LEVEL 1

- Wanda Boon - Village of Leask - Administrator

Congratulations and good luck in your Municipal Administrative careers.

Michele A. Schmidt

Board of Examiners, Chairman

## NOTICE

**Need Legal advice on  
issues between yourself  
as Administrator and  
your Council**

**CALL FOR FREE  
INITIAL PHONE  
CONSULTATION:**

**Benedict E. Nussbaum  
Nussbaum and Company  
204 - 2102 8th St. East  
Saskatoon, SK S7H 0V1**

**Phone: 955-8890**

**Fax: 955-1293**

Mr. Nussbaum is under annual retainer to  
your Association and is available to  
members for initial consultations.

## E.F.A.P.

**EMPLOYEE AND FAMILY  
ASSISTANCE PROGRAM**

***Do You. . .***

- have difficulty coping at work?
- live in fear and apprehension?
- have more bills than money?
- require legal advice?
- find living stressful instead of exciting?
- have trouble talking with your spouse or children?
- use alcohol and/or other drugs to cope with life?
- want someone confidential to talk to?

***Wonder What To Do???***

If you need information or assistance to sort out a problem we  
invite you to have a private discussion with your Program  
Manager, Internal Referral Agent, Supervisor, Employee  
Group Representative or your Counseling Service.

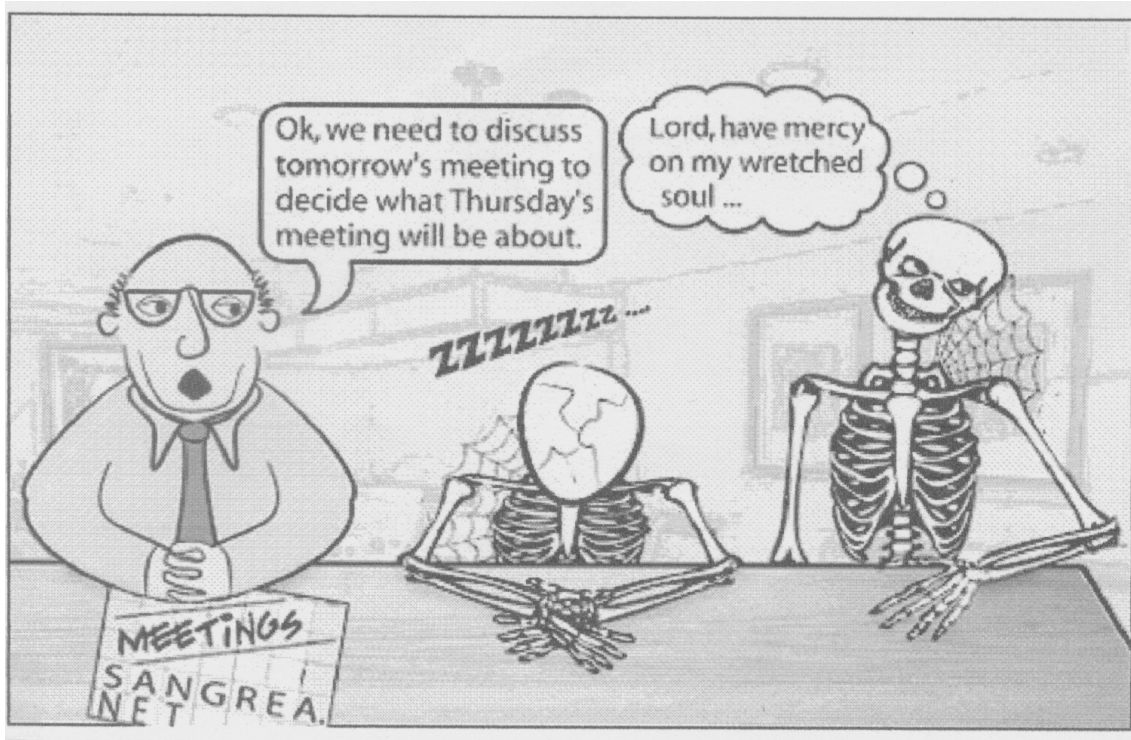


**Human Resources Services Ltd. (HRS)**

Yorkton:	786-6454	Saskatoon:	1-800-305-4477
Regina:	352-4166	Melfort:	1-800-305-4477
		Estevan:	1-800-305-4477

Website: [www.hrs-stress.com](http://www.hrs-stress.com) E-mail: [hrs2@sasktel.net](mailto:hrs2@sasktel.net)  
24 HOUR SERVICE/7 DAYS A WEEK  
1-800-305-4477





### Retirement Planning

If you had purchased \$1000.00 of Nortel stock one year ago, it would now be worth \$49.00.

With Enron, you would have had \$16.50 left of the original \$1000.00.

With WorldCom, you would have had less than \$5.00 left.

If you had purchased \$1000 of Delta Air Lines stock you would have \$49.00 left.

But, if you had purchased \$1000.00 worth of beer/wine one year ago, drank all the beer/wine, then turned in the cans/bottles for the recycling REFUND, you would have had \$214.00.

Based on the above, the best current investment advice is to Drink heavily and recycle.



Everyone agreed that the morale and team-building session was a roaring success.

# **UMAAS 2009 SALARY GUIDELINE**

## **POPULATION 1000 & OVER**

<b>Points</b>	<b>1000 - 1499</b>	<b>1500 - 2999</b>	<b>3000 Plus</b>
1 - 3	48,862 - 53,432	53,432 - 58,803	70,328 - 74,906
4 - 6	53,432 - 58,026	58,803 - 64,138	74,906 - 79,414
7 - 9	58,026 - 64,138	64,138 - 69,497	79,414 - 85,514
10 - 12	64,138 - 70,251	69,497 - 74,906	85,514 - 88,575
13 - 15	70,251 - 72,524	74,906 - 79,418	88,575 - 91,626

<b>Point Scales</b>	<b>Points</b>	<b>Experience</b>	<b>Points</b>
D/C (Standard Certificate)	2	1 - 2 Years	1
A (Advanced Level I)	3	3 - 5 Years	3
Superior A (Advanced Level II)	5	6 - 10 Years	5
		11 - 15 Years	7
		16 - 20 Years	9
		21 - 25 Years	10

To determine what salary range you would qualify for, fill out the following and refer to the chart for the salary range.

Points: Certificate \_\_\_\_\_ Years of Experience \_\_\_\_\_ Total Points \_\_\_\_\_

# **UMAAS 2009 SALARY GUIDELINE**

## **POPULATION UNDER 1000**

<b>Points</b>	<b>1 - 99</b>	<b>100 - 299</b>	<b>300 - 499</b>	<b>500 = 999</b>
1-2	14.00/hr. - 15.30/hr	16.00/hr - 17.40/hr	27,487 - 42,069	35,341 - 38,182
3-5	15.30/hr - 16.60/hr	17.40/hr - 18.80/hr	32,069 - 37,416	38,182 - 42,762
6-8	16.60/hr - 18.00/hr	18.80/hr - 20.20/hr	37,416 - 42,762	42,762 - 50,394
9-12		20.20/hr - 21.50/hr	42,762 - 50,394	50,394 - 58,026
13 - 17				58,026 - 64,138

<b>Point Scales</b>	<b>Points</b>	<b>Experience</b>	<b>Points</b>	<b>Assessment</b>	<b>Points</b>
Certificate - 0	0	1 - 2 years	1		
D/C (Standard Certificate)	2	3 - 5 years	3	1 M to 10 M	1
A (Advanced Level I)	3	6 - 10 years	5	OVER 10 M	2
Superior A (Advanced Level II)	5	11 - 15 years	7		
		16 - 20 years	9		
		21 - 25 years	10		

To determine what salary range you would qualify for, fill out the following and refer to the chart for the salary range.

Points: Certificate \_\_\_\_\_ Years of Experience \_\_\_\_\_ Assessment \_\_\_\_\_ Total Points \_\_\_\_\_

### **NOTES RESPECTING THE 2009 SALARY GUIDELINE**

1. This Guideline has been verified with a Salary Survey conducted in 2008 and annual comparisons to Fraternal Organizations.
2. Dividing guideline into population segments more accurately takes into account the employer's ability to pay.
3. Population categories already take into consideration budget factors.
4. Hourly rate basis for the under 300 communities will assist them in applying the guidelines to their situations.
5. Circumstances caught on dividing lines of these ranges may have to look at the next range or an average thereof (i.e. 499) population may have to look at an average of 300 to 499 and 500 to 999 or develop their own range from survey information.
6. Other factors which may affect salaries include: Northern Locations, Additional Committee Obligations, Joint Offices.
7. The 2008 Schedule has been amended in the lower population ranges and has been otherwise adjusted by 5% with consideration for 2008 market adjustments and recent average Saskatchewan settlements.