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# President's Message

**A**s I sit here contemplating what to write, I note that the past few days of -30 to -50 (with wind-chills) reminds me to appreciate the warm vacation Shauna and I were on a couple of years ago! Yes now I long for another warm winter getaway!

I hope this newsletter finds each and every one of you well and all done with yearend audits, assessment roll compiling and budgets started. This is a crazy busy time of the year for administrators, as if any other time of year isn't busy enough already.

You will have now received your convention registration for the 2014 UMAAS Convention. This year's theme is "Common Ground, Common Goals" reflective of the relationships between administration and the elected. The Convention Committee has put together a very informative convention agenda that I am sure everyone will agree is beneficial to new and experienced administrators and CAO's alike.

Along with the Convention Agenda and Registration you will have received the UMAAS Salary Survey. Please complete the survey and return it to UMAAS as we carefully compile the information for use in the Salary Guideline. The more information we receive the more accurate the schedule becomes which provides greater validity when salary negotiations commence between municipalities and administrators. I would like to point out that SUMA has again provided their review and endorsement of the 2014 Salary Guideline for use in municipal offices and further provided endorsement of the Joint Salary Guideline. This support is greatly appreciated and goes a long way in improving salary levels in the municipal administration profession.

**- Rodney Audette RMA, President  
UMAAS**

Your executive has worked on establishing the next round of workshops which is set to begin in April, 2014, with the Labour Standards & Worker's Compensation Board Work Safe presentations being held in various locations across the province. This will be a highly informative session for administrators, elected officials and even public works managers to attend. If you are unable to attend please remember to contact UMAAS to request contact information for presentation materials.

As we prepare our operating budgets for 2014 and our capital budgets for 2014 and beyond, it was exciting to hear the Federal Government's commitment to rolling out a national capital works program for March 31, 2014. I am sure the Provincial Government has a lot of work ahead of them in the short future to ensure that this does happen. The Provincial Budget is set for release on March 19, 2014 and it will be interesting to hear the comments on an infrastructure program for roll out this year! It has been far too long in between infrastructure programs and I am sure there will be a great number of projects ready to go. Let us hope the application process is somewhat simplified so decisions on what projects may be funded are made quickly! Keep your fingers crossed!

I look forward to seeing everyone in Saskatoon June 3-6, 2014, as this year we have planned the arrival of our last baby after the convention.

Take care and be safe!

# Executive Director's Report

**- Richard Dolezsar,  
RMA**

**W**ell we're off to the races with another busy year! In the world of UMAAS we're organizing workshops across the Province in April for both Urban and Rural Administrators / CAO's covering the topics of Labour Standards and Occupational Health and Safety regulations for municipal operations. Full details have been electronically forwarded to your offices under separate cover. Individual executive members have been entrusted with taking registrations and setting up the venues in their respective divisions. These topics have been two of the most requested for professional development workshops over the past year, so we are anticipating a good turnout from municipalities across the province. Do not miss this opportunity to expand your knowledge base on some very important topics which can and do have wide ranging affects on your municipal operations, human resources and the safety of your employees.

Right on the heels of the workshop information you will be excited to receive full details and registration forms for our June 3<sup>rd</sup> to 6<sup>th</sup>, 2014 conference "Common Goals, Common Ground"! Please register early and be sure to book your room at the Travelodge under our room block which is being held until May 3<sup>rd</sup>. Just to wet your appetite here are a list of the presentations that are currently proposed on the preliminary program.

Conference Kickoff - Duane Janiskevich "Unleashing the Power of Regret"

Tendering "101" - Kylie Slade, Saskatoon Construction Association

Legislative updates - Advisory Services Staff

New Administrators - "Everything you didn't Learn in LGA" Bonnie Bjorndalen and Phil Boivin

Human Resources - Recruitment and Retention TBA

Group Procurement - Tania Meier, SUMA

Managing Change - Dave Hagel, High Performance Human Resources

Reading Assessment Sheets - SAMA Evaluations

Council / CAO Relationships - Jeff Mulligan, AHHA Moments Inc

Saskatchewan Municipal Board - Diane Ford, Chair

In addition to all of the above working topics we'll be hosting some top notch entertainers on Wednesday and Thursday evenings, along with the opportunity to expand your network of administrative associates on Thursday afternoon by either taking in the Golf Tournament and Barbeque or the tour of Waneskewin Heritage Park.

Considering the time of year with hockey playoffs going on all around the province, just to lighten things up a bit I think I will close by sharing a short story that I came across in an old file.

"Al is at Game 7 of the Stanley Cup final he's seated in the first row at center ice. Shortly after the game starts, a man comes down from the nosebleed seats and asks him if the seat next to him is occupied.

"No it's empty" he says.

"Why that's incredible! I wonder who'd have a great seat like this for the Stanley Cup and not use it?"

Dolefully, Al says, "Actually, the seat belongs to me, I was supposed to come with my wife, but she passed away. This is the first Stanley Cup we haven't been together since we were married in 1967."

Sympathetically, the stranger says, "My sincere condolences. That's very sad...however, wasn't there anyone else you knew that might have wanted to be here with you a friend, a relative, even a neighbor?"

Al shakes his head sorrowfully, "No, there's no one. Everyone else is at the funeral."

Hope you all enjoyed the story, looking forward to meeting with you all in Saskatoon, June 3<sup>rd</sup> to 6<sup>th</sup>.

Conference 2014 "Common Goals, Common Ground"  
Brad Hvidston, RMA Director Division 5  
Convention Chair

I am promising that the 2014 UMAAS Convention will prove to be both entertaining and educational as we have a wide array of speakers and topics. If you don't leave this year's convention knowing everything you need to know to be a successful CAO or Administrator then you weren't paying enough attention! In fact I am personally guaranteeing that if you don't take something away from this year's convention than you just knew way too much going into it.

But in all seriousness I hope that you all do take something from this year's convention and if nothing else make sure that you create a

positive networking environment. Sometimes those connections that you make during convention and the networking that goes on can prove to be just as educational, and usually more memorable, than the convention speakers themselves.

This year I challenge each of you seasoned convention goers to meet and greet at least one new Administrator/CAO at either the Tuesday night Wine and Cheese or first thing Wednesday morning. Welcome these new people to our convention and invite them to sit with your group for the day to help ensure that their first convention is a positive experience.

**SIGNS, SIGNS, EVERYWHERE A SIGN!**

**Outside a second-hand shop:**

**WE EXCHANGE ANYTHING - BICYCLES, WASHING MACHINES, ETC. WHY NOT BRING YOUR WIFE ALONG AND GET A WONDERFUL BARGAIN?**

**Notice in a farmer's field:**

**THE FARMER ALLOWS WALKERS TO CROSS THE FIELD FOR FREE, BUT THE BULL CHARGES.**

## 2014 UMAAS Conference NOTICE!!!

The Travelodge Hotel, Saskatoon  
offers the following  
special rate for on-site  
Convention Rooms  
June 3rd - 6th, 2014

**\$139.00 - Standard**

**\$159.00 - Business Class**

**Phone 306-242-8881**

Please book by May 3rd, 2014  
and advise you are with the UMAAS

### 2014 Labour Standards Workshop & WCB WorkSafe Presentation

Urban Municipal Administrator's Association (UMAAS) and Rural Municipal Administrators' Association (RMAA) will be conducting a series of one-day Labour Standards & WCB WorkSafe Workshops for CAO's, administrators and elected officials serving urban and rural municipalities.

UMAAS is responsible for administering the registration of workshop participants and arranging and managing facilities.

Saskatchewan Labour Relations & WCB WorkSafe will develop the training material, deliver the workshop and presentations.

### Workshop Dates and Locations:

**April 14 - North Battleford - Don-Ross Centre,  
891 99th St. N.**

**April 15 - Prince Albert - Prince Albert Inn,  
3680 2nd Ave. W.**

**April 16 - Tisdale, Tisdale Civic Centre,  
901 - 100th St.**

**April 17 - Yorkton, Gallagher Centre,  
455 West Broadway**

**April 22 - Swift Current, Living Sky Casino,  
1401 North Service Road East**

**April 23 - Weyburn, Weyburn Travelodge,  
53 Government Road South**

**April 24 - Regina, Travelodge Hotel,  
4177 Albert St.**

**To register go to [www.umaas.ca](http://www.umaas.ca) click on  
"Coming Events" and follow link to the  
registration form.**

# Executive Editorial

**- Marie Selby,  
Associate Director**

I would not have pictured myself where I am today. I graduated from university in 2006 with a Bachelor of Commerce degree in Marketing. I pictured a high rise office in Calgary or Vancouver and running a marketing department. Little did I know I would find myself in a town of 600 amongst farmers and oil rigs in Saskatchewan. And it has worked out for the best! But I find myself wondering, if it hadn't been for serendipitous circumstances, how are the ambitious, talented and tech savvy next generation going to become educated about and recruited into our field? Are municipal politics cool?

The Chief Administrative Officer role, as we know, is dynamic, challenging and rewarding. Traits that were lacking in other roles that I, personally have held. The best and brightest generation Ys will have the problem solving skills, multi-tasking skills, quick learning abilities, vision and enthusiasm that it takes to be successful in municipal administration. We need to communicate the benefits and requirements of our profession to the next generations.

Even positions on Council will need to be marketed to a younger demographic. As I look around the room at the

SUMA and UMAAS conventions, I am often the youngest person in the room. At the Council table in Marshall, 4 of 5 Council members are over 50 years old. If the recruitment of newcomers to Council tables across the province doesn't start now, there will be an information gap and learning curve that may affect the residents of our communities.

Generation Y requires a different working environment. They will demand flexibility and advancement opportunities in the workplace. Gone are the days of a typical workday. iPhones and tablets will sit on desks in place of file folders. I think we all play a part in inviting and encouraging community participation. None of us would run a business without a succession plan. So how are municipalities planning for succession? As the Associate Director, I am excited to represent the UMAAS membership with conditional certificates, as I work towards my own certification. This is a time of change and I am dedicated to helping it be a smooth transition.

*"Someone's sitting in the shade today because someone planted a tree a long time ago."*

--Warren Buffett

## CAO Profile

**- Marie Selby,  
CAO Town of Marshall**

I became the CAO in Marshall this time last year and most days I totally love this job! Recently, I completed the LGA program and a Certificate in Project Management from Mount Royal University. I came to the municipal field after working in private industry since graduating from the University of Northern BC. My background includes working in marketing and PR for RE/MAX of Western Canada and for the City of

Lloydminster. I have lived all over Canada and in Germany for six years when I was growing up. I would consider myself both right and left brained- meaning I enjoy the analytic and financial aspects of administration, while always coming up with pie in the sky ideas. In my spare time I like to repurpose and make old things new again. I'm also interested in interior design and psychology.

## Community Profile

**Town of Marshall**

Marshall is celebrating its centennial this year. September 6-7 will see the many festivities we have planned! The community was settled in 1905 but was incorporated in 1914. We are a town of 600 located on highway 16 and a bedroom community to nearby Lloydminster. This is both a challenge and opportunity. It makes it difficult to attract business because the city is so close but we are also a preferred choice for residents looking for more affordable housing. Marshall boasts a K-

9 school, rink, ball diamonds, hall, skateboard park, legion, credit union, library, post office, store and a few commercial businesses. Marshall Town Council were all newly elected in 2012 so we are learning together. Marshall is well known for the "oil tank on the highway". A black oil tank sits visibly to highway travelers that says "Welcome to Marshall" and is painted with a tiger lily, which is now incorporated into the Town's new logo



# Board of Examiners Report

## March 13, 2014

The following Certificates were granted at the March 13, 2014 meeting of the Board:

### Conditional:

Angela Lubiens  
Sandra Crowther  
Gisele Schultz  
Faye Campbell  
Jacqueline Fleury  
Andrea Kosior

### Standard:

Michele Sorensen  
Michelle Grunerud  
Anita Tkachuk  
Colleen Bilokreli  
Twyla Salmond  
Christie Peddie  
Leanne McCormick

### Advanced Level 1:

Scott Blevins

## 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)

Regina: 352-4166      Saskatoon: 1-800-305-4477  
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

## NOTICE

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

**CALL FOR FREE  
INITIAL PHONE  
CONSULTATION:**

**Keir J. M. Vallance  
The W Law Group  
Suite 300, 110 - 21st Street East  
Saskatoon, SK. S7K 0B6  
Phone: 306-244-2242  
Email: [kvallance@wlawgroup.com](mailto:kvallance@wlawgroup.com)**

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

## ADVERTISING RATES - UMAAS UPDATE

Published 3 times a year -  
April, Sept., Dec.

	<u>Member</u>	<u>Other</u>
Page	\$150	\$200
1/2 Page	\$75	\$100
1/3 Page	\$50	\$70
1/4 Page	\$35	\$50
Card	\$20	\$25

YEARLY RATES FOR ALL 3 ISSUES -  
DISCOUNT 20%

PLEASE ADD GST

**DEADLINES: 15th day of the  
preceding month.**

