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# President's Message

- Rodney Audette RMA, President

**W**inter is here! Or is it? Sunday's +15 C weather made us want to get out our golf clubs one last time to remind us of how dreadful the golf game really is!

It is that time of year to start preparing for year end. Workshops held around the Province the last week and a half of October on Financial Statement and Year End Preparations, were very well attended and there has been a lot of positive feedback on the workshop materials. The presentation will be uploaded to the UMAAS website for those who were unable to attend or would like materials for future referral.

The upcoming year will be exciting and challenging for UMAAS members and municipal government. I say exciting because as we prepare the 2016 Operating and Capital Budgets, capital projects under the first intake of the New BCF Program should be getting underway with potential for further announcements on other important capital projects. With change at the Federal level of government, there is also cautious optimism for further investment into municipal infrastructure that was a key component in the election platform. As funding enhancements are needed NOW, I certainly hope there are forthcoming discussions coming between Federal and Provincial levels of government to get things going sooner than later.

The Executive will be meeting on November 20-21, 2015 in Regina and there are a number of important items on the Agenda. Friday night UMAAS Executive members will be meeting with Ministerial staff

from Government Relations and SUMA representatives to discuss a number of topics. As well UMAAS has extended an invitation to RMAA Executive members to attend on Saturday to discuss areas of mutual importance. We look forward to having President Wendy Gowda and Executive Director Kevin Ritchie attend and provide dialogue on how our associations may work together to achieve mutual goals for the betterment of the Associations and members.

This is a busy time of year for meetings and the UMAAS Executive has been working hard on your behalf and travelling a lot of miles in the process. SAMA, workshop sessions, district meetings, town and sector group services, boundary alteration, municipal elected conflict of interest and code of ethics, LGA advisory and a host of other committee meetings have been attended. These take time out of the work week for the Executive to attend and I would like to thank each and every one of the Executive for their dedication.

It is a busy time of year, remember to take time for yourself! Christmas is around the corner do some shopping, plan that winter hot vacation and above all cherish the season with your family and friends! I hope you all will be able to attend the 2016 SUMA Convention in Regina and I look forward to seeing you there! On behalf of the Executive, UMAAS staff and my wife Shauna and I wish you a very Merry Christmas and a Happy New Year!

# Executive Director Editorial

- Richard Dolezsar, RMA

## **"Is time our Most Valuable Commodity"**

**T**ime could be our most valuable commodity. We never seem to have enough of it. Everyone is time-strapped, time-poor, time-starved. Choose your cliché.

Most of us don't make the most of our time. We wish we did. A self-help industry has blossomed on the hope that even if we can't make more time—the 24 hours in a day remain unchangeable—we can at least make the most of what we have. Yet even the most ardent makers of "to-do" lists like myself fritter time away.

We cannot exist without water, but can get by without diamonds—and yet we value diamonds so much more highly than water. Applying this theory to time would lead most of us to value it cheaply. Our least important use of time is to do nothing. In short, time may be more like water than like diamonds.

Yet in another sense, time is more like diamonds than water. While it seems infinite, it is actually scarce. Each individual has a finite allocation—without ever knowing what that allocation will turn out to be.

What is the most valuable thing on earth?

Time, because everything is acquired in time and all of man's business is conducted by time. You could have food, clothing, fabulous homes, wisdom - have all you want, but if you do not have time, it means - you have nothing.

What is the worst thing on earth for man?

The loss of time. Because by wasting time, we cannot acquire anything; we cannot have anything; by losing time, we lose everything. We even lose ourselves.

Another question: What do people value the least? And what is the most disorganized and the most squandered thing on earth?

Time. A large segment of the people live as if by guesswork, according to the accepted custom, day by day, year by year, not at all concerned about what they did with their days and years or how they lived their lives. Sometimes we mourn over the loss of some existing

trifles, but we have no regrets at all, nor are we sorry, when we foolishly lose not just some petty cash, but the most precious minutes of our time.

Here's a short story I came across relating to time:

Imagine there is a bank that credits your account each morning with 86,400. It carries over no balance from day to day. Every evening deletes whatever part of the balance you failed to use during the day. What would you do? Draw out every cent, of course!!!!

Each of us has such a bank. Its name is TIME. Every morning, it credits you with 86,400 seconds. Every night it writes off, as lost, whatever of this you have failed to invest to good purpose.

It carries over no balance.

It allows no overdraft.

Each day it opens a new account for you.

Each night it burns the remains of the day.

If you fail to use the day's deposits, the loss is yours.

There is no going back.

There is no drawing against the "tomorrow".

You must live in the present on today's deposits.

Invest it so as to get from it the utmost in health, happiness, and success!

The clock is running.

Make the most of today.

The moral of this story I will leave to you, whether it be Time Waits For No One, Time Marches on or ...

So now it is Christmas time and the holiday season is upon us and sometimes you have to take time to enjoy and appreciate all that is around you. Happy Holidays to all !!!

## Administrator's Profile

**- Twyla Salmond, Administrator  
Town of Porcupine Plain**

**B**orn and raised in Weekes, Saskatchewan it is truly exciting to have found a rewarding job so close to family. My career in the management field began after I graduated from Olds College and started working in the pipeline industry. I made the move to Fort St. John, BC where I furthered my education and again joined the pipeline industry in a management role.

The skills and education I acquired assisted me greatly as I began

my journey as the Town Administrator in 2012. The job is all encompassing and I enjoy the challenges and new situations and opportunities that arise while working in the municipal government. We have a great public works staff and 2 part time assistants in the office that make the job even more enjoyable. Mayor Belchamber and six councillors also keep things rolling smoothly. My summers are spent racing chariots and barrel racing which helps to ensure I am never bored.

## Community Profile - Porcupine Plain

**P**orcupine Plain is a peaceful, community minded Town located 288 kilometers north east of Saskatoon on Highway #23. Situated in the Porcupine Provincial Forest, Porcupine Plain is home to "Quilly Willy", the friendly porcupine that greets visitors when they enter town.

The first settlers in the area were returning World War I veterans who arrived in the early 1920's. With the Canadian National Railroad being built in early 1929, the cordwood, which grew predominantly in the area, became the best means of income and the sole economy in the area. Due to it being the largest shipping point in Saskatchewan Porcupine Plain became known as the "cordwood capital." As the years past, the trees were harvested, the land cleared and grain crops were produced. Today, Porcupine Plain's main industry is agriculture.

The Porcupine Plain district grew in size and was incorporated as

a village in 1942. In 1967, Porcupine Plain achieved town status and now has a population of 855 people. The history of Porcupine Plain is displayed at the museum, which is the Town's best kept secret.

Porcupine Plain is a playground for outdoor enthusiasts that return season after season. The area that surrounds Porcupine Plain has long been regarded as one of the best places for hunting in the province. There are large numbers of White-Tail Deer, Moose and Elk. The area is home to many outfitters whose clients rarely go away disappointed. We have groomed cross country ski trails and provide free ski rentals. Porcupine Plain is a snowmobiler's dream come true as we have miles of beautifully groomed trails. These trails connect to others in the area and we are proud to be a part of the 1,000 miles of snow trails that run through the NE region of the province.

## Executive Editorial

**- Brad Hvidston, RMA, Director Division 5  
Town of Tisdale**

### **"REMEMBER YOUR ROLE"**

**I** often hear people complaining about the new grading system in the schools and how it is creating a generation of people that can't be told no. Kids can't be failed as that would hurt their self-esteem, and they certainly can't grade students as one kid might be deemed to be smarter than the next. I hear that all kids must be included all the time. Discipline is a thing of the past in our youth. Schools, coaches, supervisors and other parents are not allowed to discipline children who are disruptive. Rather than single out the disruptive person and correct his/her behaviour they must have the whole group learn to deal with these individuals. I hear that this new way is teaching our youth that they can do no wrong. Our youth have been taught that if someone tries to correct behaviour or tells them no then that person is just a bully. Until a few years ago the word bully was rarely used, but today it is thrown around like candy at a parade. The question is rhetorically thrown around about what is going to happen when this generation of kids grows up and gets thrown into the real world?

Well I hate to say it, but we are beginning to see this same thing in our real world already. How does this translate to Administrators you ask? More and more frequently I am hearing complaints from a new Administrator who is being bullied by their Mayor and Council. Quite often they can't handle being an Administrator any longer and are considering quitting, or going on a stress leave, because Council is just

being too difficult to handle. In almost every one of these situations when you ask about the details it is because Council is wanting to do things different than the Administrator wants to do, or Council is demanding that the Administrator do something that he/she maybe doesn't want to do. For new Administrator's out there it is important to remember that Council is the decision maker and we are simply hired to carry out the Council's decisions. This does not make them a bully. In the real world it makes them the employer. If we choose to fight what they are doing, or the policies that they are setting, and that results in a tense or unhealthy work environment then that does not necessarily make them the bully. It is what they were elected to do. We are simply hired to do exactly what they want us to do.

I know that I just made some Administrators gasp and that I am perhaps sounding a bit harsh (or maybe even being a bully for suggesting this), but the point is we have to stand back and remember our roles. We are hired to advise Council, but then to ultimately carry out their decision whether or not we agree with those decisions. Council members are not being bullies because they are asking you to carry out their decisions, whether or not you agree with them.

Remember this next time you are arguing with your Council...

"Arguing with your Council is like wrestling with a pig in the mud, after a while you will realize that you both look dirty, but only one of you is enjoying it."

# Board of Examiners Report

September 30, 2015

## **Conditional Certificates:**

Pamela Hawreulik - Village of Sheho  
Cheryl Linden - Village of Theodore  
Sabrina Chernyk - Village of Hyas  
Lorraine Bishop - Village of Bjorkdale  
Denine Neufeld - Village of Maryfield  
Marcy Johnson - Resort Village of Fort San  
Wanda Lloyd - Village of Punnichy  
Ashley Corrigan - Village of Manor  
Brekke Masse - Town of Lafleche  
Theresa Harty - Resort Village of Cochin  
Jennifer King - Village of Borden  
Tanya Zdunich - Town of Nokomis

## **Standard Applications:**

Dena Scott - Town of Lampman  
Kayla Krusky - Town of Lampman  
Lorna Davies - Village of Buena Vista  
Nathalie Hipkins - R.M. of Torch River  
Valerie Stricker - Village of Rhein  
Dickson Bailey - Town of Oxbow

## **Advanced Level 1:**

Ronda Heisler - Village of Vibank

## **Advanced Level 2:**

Lynne Hewitt - Town of Alameda

# **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:**

**Adam R. Touet**  
**The W Law Group**  
**Suite 300, 110 - 21st Street East**  
**Saskatoon, SK. S7K 0B6**  
**Phone: 306-244-2242**  
**Email: [atouet@wlawgroup.com](mailto:atouet@wlawgroup.com)**

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

# **2016 UMAAS Conference NOTICE!!!**

The Travelodge Hotel, Saskatoon  
offers the following  
special rate for on-site  
Convention Rooms  
June 7th - 10th, 2016

**\$149.00 - Standard**  
**\$169.00 - Business Class**

**Phone (306) 242-8881**

**Please book by May 6th, 2016  
and advise you are with the UMAAS**

## UMAAS 2016 SALARY GUIDELINE POPULATION 1000 & OVER

<u>Points</u>	<u>1000-1499</u>	<u>1500-2999</u>	<u>3000 Plus</u>
1 - 3	60,333 – 65,982	71,080 – 78,507	86,824 – 92,473
4 - 6	65,982 – 71,632	78,507 – 85,933	92,473 – 98,298
7 - 9	71,632 – 79,090	85,933 – 92,298	98,298 – 103,948
10 - 12	79,090 – 85,869	92,298 – 97,603	103,948 – 108,466
13 - 15	85,869 – 90,389	97,603 – 103,968	108,466 – 112,986

<u>Point Scales</u>	<u>Points</u>	<u>Experience</u>	<u>Points</u>
Standard Certificate (D/C)	2	1 - 2 Years	1
Advanced Level I (A)	3	3 - 5 Years	3
Advanced Level II (Superior A)	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 2016 SALARY GUIDELINE POPULATION UNDER 1000

<u>Points</u>	<u>1 - 99</u>	<u>100 - 299</u>	<u>300 - 499</u>	<u>500 - 999</u>
1 - 2	17.23/hr - 19.20/hr	22.59/hr – 24.82/hr	33,897 - 39,954	43,613 – 47,141
3 - 5	19.19/hr - 23.71/hr	24.82/hr – 27.10/hr	39,954 - 46,324	47,141 – 52,785
6 - 8	23.71/hr - 28.21/hr	27.10/hr – 28.80/hr	46,324 - 52,785	52,785 – 62,142
9 - 12		28.80/hr – 30.50/hr	52,785 - 62,142	62,142 – 71,631
13 - 17			62,142 - 67,792	71,631 – 79,091

<u>Point Scales</u>	<u>Points</u>	<u>Experience</u>	<u>Points</u>	<u>Assessment</u>	<u>Points</u>
Certificate - 0	0	1 - 2 years	1		
Standard Certificate (D/C)	2	3 - 5 years	3	1.5 M to 15 M	1
Advanced Level I (A)	3	6 - 10 years	5	OVER 15 M	2
Advanced Level II (Superior A)	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 2016 SALARY GUIDELINE

- This Guideline has been verified with a Salary Survey conducted in 2014 and annual comparisons to Fraternal Organizations including Rural Municipal Administrators' Association, Saskatchewan Association of School Business Officials, Manitoba Municipal Administrators' Association and Local Government Administrators' Association of Alberta.
- The 2016 Schedule reflects a median adjustment of 3% with consideration of recent average Saskatchewan settlements, 2016 forecasts from sources such as the Conference Board of Canada and is consistent with UMAAS efforts to maintain a reasonable and competitive senior management salary grid.
- Dividing the guideline into population segments assists in reflecting the employer's ability to pay.
- Population categories take into consideration budget factors, annual expenditures and size of staff.
- Hourly rate basis for the under 300 communities will assist them in applying the guideline to their situations.
- 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 local survey information.
- Other factors which can affect salaries include: Northern Locations, Additional Committee obligations, Joint Offices.
- SUMA is now recognizing this Salary Guideline.

# UMAAS

## JOINT OFFICE SALARY GUIDELINE 2016

SEPTEMBER 1ST, 2015

Population					
Points		Urban	Points		Rural
1		0-200	1		0-200
2		201-400	2		201-400
3		401-600	3		401-600
4		601-1000			
5		1001-2000			
6		> 2000			

Assessment					
Points		Urban	Points		Rural
1		0-1,700,000	1		0-33,000,000
2		1,700,001-8,000,000	2		33,000,001-82,000,000
3		8,000,001-16,000,000	3		82,000,001-140,000,000
4		16,000,001-33,000,000	4		140,000,001-182,000,000
5		> 33,000,000	5		> 182,000,000

Certification					
Points		Urban	Points		Rural
1		Standard	1		C
2		Level 1	2		A
3		Level 2	3		Superior A

Years of Experience					
Points		Urban	Points		Rural
1		0-5	1		0-5
2		6-10	2		6-10
3		10-15	3		10-15
4		16-20	4		16-20
5		>20	5		>20

TOTAL POINTS	Combined Population 0-1,500	Combined Population > 1,500
1-8	\$50,844 - \$67,792	\$79,090 - \$96,037
9-16	\$67,792 - \$84,739	\$96,037 - \$112,986
17-25	\$84,739 - \$101,687	\$112,986 - \$129,933
26-31	\$101,687 - \$118,635	\$129,933 - \$146,882
31-33	\$118,635 - \$135,583	\$146,882 - \$163,835
34-	\$135,583 - \$152,536	\$163,835 - \$180,783