

MINUTES OF THE URBAN MUNICIPAL ADMINISTRATORS' ASSOCIATION OF  
SASKATCHEWAN EXECUTIVE MEETING HELD IN THE WEST ROOM, LOWER LEVEL OF  
TCU PLACE IN SASKATOON ON FEBRUARY 3, 2009

PRESENT	Pres- Michele Schmidt VicePres- Shelley Funk Past Pres- Kim Gartner Directors- Nicole LaChance, Jason Chorneyko, Deb Machay, Rodney Audette, Therese Chartier Executive Director- Richard Dolezsar
ABSENT	Directors- Kathy Reschny, Cathy Coleman
CALL TO ORDER	President Michele Schmidt called the meeting to order at 10:00 am
ADOPT AGENDA	1-09. DEB MACHAY moved that the Agenda be adopted as amended. CARRIED
ADOPT MINUTES	2-09. RODNEY AUDETTE moved that the Minutes of the November 21 <sup>st</sup> and November 22 <sup>nd</sup> Executive Meetings be approved. CARRIED
FINANCIAL STATEMENT	3-09. KIM GARTNER moved that the Financial Statement for the period ended December 31 <sup>st</sup> , 2008 be accepted. CARRIED
BOARD OF REVISION WORKSHOPS	Registration and Planning for the March, 2009 Board of Revision Workshops were reviewed.
DELEGATION-SUMA /MUNICIPAL AFFAIRS-PSAP	-Sean McEachern – SUMA Policy Advisor -Kathy Rintoul – Municipal Affairs -Steve Brown – Municipal Affairs -Discussions on resources for the establishment of Capital Asset – PSAP values for municipalities. -Need Provincial Templates for streets and utilities -Technical detail on workshops that were presented was at times deemed more than required.
CONVENTION COMMITTEE	4-09. NICOLE LACHANCE moved that the Convention Committee Report and preliminary draft Agenda be acknowledged. CARRIED
SUMA/ADVOCO PRESENTATION	5-09. RODNEY AUDETTE moved that we correspond with SUMA concerning “potential misinterpretation of information” put forward by ADVOCO Consulting respecting Legislative requirements relating to certification of Administrators during the course of their Feb 1 <sup>st</sup> 2009 Workshop presentation at the SUMA Conference. CARRIED
BOARD OF EXAMINERS' REPORT	6-09. DEB MACHAY moved that the Board of Examiners' Report be acknowledged. CARRIED
CONDITIONAL CERTIFICATE-TIME LIMITATION	7-09. DEB MACHAY moved that the Executive support a two year time limit on Conditional Certificates. CARRIED
FRATERNAL DELEGATES	8-09. DEB MACHAY moved that we authorize attendance at the following: City Clerks Annual Meeting – Moose Jaw – April 30 <sup>th</sup> , May 1 <sup>st</sup> LGAA – Red Deer March 18 <sup>th</sup> – 20 <sup>th</sup> MMAA – Brandon April 26 <sup>th</sup> to 29 <sup>th</sup> RMAA – Saskatoon May Executive to check their calendars to determine availability.

JOB DESCRIPTIONS	9-09. JASON CHORNEYKO moved that the joint Job Descriptions for the Executive Director and Executive Assistant be approved and form a part of our Policy Document.  CARRIED
DARICE CARLSON-SCHOLARSHIP APPLICATION	10-09. SHELLEY FUNK moved that we approve the Scholarship Application of Darice Carlson subject to confirmation of Membership and other requirements.  CARRIED
SUMA CORPORATE SERVICES REPORT	11-09. JASON CHORNEYKO moved that we acknowledge the SUMA Corporate Services Report as circulated by Director Chorneyko.  CARRIED
CORRESPONDENCE	12-09. SHELLEY FUNK moved that the correspondence be acknowledged and filed.  CARRIED
ACCOUNTS	13-09. THERESE CHARTIER moved that the accounts be approved for payment.  CARRIED
NEXT MEETING DATE & SITE	The next meeting will be held April 4 <sup>th</sup> , 2009 at the Saskatoon Travelodge.
ADJOURNMENT	14-09. DEB MACHAY moved that we now adjourn at 12:10 p.m.  CARRIED

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President

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Executive Director