

EXECUTIVE MINUTES

Urban Municipal Administrators' Association of Saskatchewan

West Room – TCU Place – Saskatoon, SK

2:30 p.m. – Monday, February 6, 2017

PRESENT

- President: - Jason Chorneyko
Vice President: - Chris Costley
Directors: - Joni Mack, Aileen Garrett, Ronda Heisler,
Therese Chartier, Nicole Lerat, Janelle Scott,
Don McLeod
Executive Director: - Rick Dolezsar
Absent: - Rodney Audette, Lori Foster
Delegations: - Tammy Kirkland, Deputy Minister of Gov't
Relations, Keith Comstock, Assistant Deputy
Minister of Gov't Relations.

CALL TO ORDER

President Jason Chorneyko called the meeting to order at 2:30 p.m.

AGENDA

1-17 HEISLER That the agenda be adopted as presented.

CARRIED

MINUTES

2-17 SCOTT That the minutes of the November 25th Executive Meetings be approved as circulated.

CARRIED

3-17 MCLEOD That the minutes of the November 26th Executive Meetings be approved as circulated.

CARRIED

DELEGATION

Tammy Kirkland, Deputy Minister of Gov't Relations and
Keith Comstock, Assistant Deputy Minister of Gov't Relations:
Discussion Items:

- Certification requirements for all municipalities
- Communication protocols between association and department
- Avenues and options respecting municipal amalgamation and/or joint administrative structures.
- Ongoing professional development opportunities

WSA WORKSHOPS – 2017

Discussion on appropriateness of WSA workshop based on responsibilities of municipal authorities for water/sewage works. Consensus to proceed with planned fall, 2017 workshop sessions.

FINANCIAL STATEMENT – DECEMBER 31, 2016

4-17 COSTLEY That we accept the December 31, 2016 Financial Statement as presented.

CARRIED

CONVENTION COMMITTEE REPORT

Potential Sessions

Theme – “Responding to Challenges”

Report by Aileen Garrett – Convention Chair:

- Procurement options
- Asset Management
- Harassment in the work place and effective communication– Leah Knibbs
- Tourism Saskatchewan
- Planning & Development
- MEPP Update
- John Earby – A/V – Rick to contact
- Richard Dolezsar, Executive Director to do:
 - o Sponsorships
 - o Invitations to Mayor & Minister
 - o To do list for successor
 - o Hotel arrangements
 - o Bussing for Tour and Golf

BOARD OF EXAMINERS REPORT

- 5-17 LERAT That the December 19, 2016 Board of Examiner's Report be acknowledged as presented.

CARRIEDBUILDING STANDARDS – ALTERNATE COMPLIANCE MODEL

- 6-17 CHARTIER That we acknowledge the December 6, 2016 stakeholders meeting report respecting the Building Standards Alternate Compliance Model.

CARRIEDDISCIPLINARY POLICY REVISION

- 7-17 COSTLEY That we adopt a revised Disciplinary Policy as amended at this meeting and subject to review of final proof by Executive members in due course.

CARRIEDDISASTER MITIGATION CONSULTATION MEETING

- 8-17 SCOTT That we acknowledge the January 9, 2017 Disaster Mitigation Consultation Meeting Report as presented.

CARRIEDLONG TERM CAPITAL PLANNING AND ASSET MANAGEMENT

- 9-17 COSTLEY That we request SUMA initiate opportunities for municipal training respecting long term capital planning and asset management.

CARRIEDFRATERNAL CONFERENCE – DELEGATE APPOINTMENTS

- 10-17 MCLEOD That the following fraternal delegate appointments be made:
 LGAA – April 5-7, 2017 – Red Deer – Janelle Scott
 MMAA – April 23-26, 2017 – Brandon – Don McLeod
 SASBO – May 3-5, 2017 – Saskatoon – To be determined
 RMAA – May 15-17, 2017 – Saskatoon – Chris Costley

CARRIEDSALARY GUIDELINE

- 11-17 SCOTT That we review assessment categories prior to setting 2018 Salary Guideline categories.

CARRIEDDAWN LUHNING – SUMA BOARD OF EXAMINERS

- 12-17 HEISLER That we acknowledge the SUMA appointment of Dawn Luhning as the SUMA Board of Examiners representative.

CARRIEDAUDIT ENGAGEMENT LETTER

- 13-17 MCLEOD That we accept the Audit Engagement Letter as submitted by Collins Barrow PQ LLP.

CARRIEDCORRESPONDENCE

- 14-17 GARRETT That the correspondence be acknowledged and filed.

CARRIEDACCOUNTS

- 15-17 LERAT That the following accounts be approved as presented.

CARRIEDNEXT MEETING DATE & SITE

Next meeting to be held on April 22nd at Saskatoon Travelodge.

ADJOURNMENT

- 16-17 CHARTIER That we do now adjourn at 4:50 p.m.

CARRIED

 President

 Executive Director