EXECUTIVE MINUTES

Urban Municipal Administrators' Association of Saskatchewan

Conference Call

February 13, 2021

PRESENT President: - Jason Chorneyko

Vice President: - Chris Costley

Directors: - Aileen Garrett, Stephen Schury,

Barry Elliott, Kelly Hoare, Betty Moller, Meredith Norman, Janelle Anderson.

Glenda Lemcke

Absent: - Past President Rodney Audette

Executive Director: - Rick Dolezsar Executive Assistant: - Teresa Parkman

Municipalities of Sask: - President Rodger Hayward

CALL TO ORDER

President Jason Chorneyko called the meeting to order at 9:00 a.m.

<u>PRESIDENT RODGER HAYWARD – MUNISASK PRESIDENT – GREETINGS</u>

Newly elected Municipalities of Saskatchewan President, Rodger Hayward, joined the conference call to give greetings to UMAAS Executive.

MuniSask President Hayward left the meeting at 9:15 a.m.

AGENDA

1-21 ELLIOTT That the agenda be approved as presented.

<u>CARRIED</u>

NOVEMBER 21, 2020 EXECUTIVE MEETING MINUTES

2-21 HOARE That the November 21, 2020 Executive Meeting Minutes be approved as amended.

CARRIED

2021 TRAVELODGE PROPOSAL – RES #79-20

3-21 COSTLEY That we inform the Travelodge Saskatoon that the 2021 UMAAS Convention will not be held in person therefore their space and services are not needed for 2021 Convention.

CARRIED

MUNICIPAL CERTIFICATION COMMITTEE – RES #82-20

No report at this time, currently in progress of planning to meet as a committee. Rick will contact RMAA Executive Director to follow up on status of future meeting.

STRATEGIC PLANNING – FUTURE CONSIDERATION – RES #90-20

4-21 COSTLEY That a decision to undertake a new Strategic Plan be tabled to an Executive meeting after the UMAAS June, 2021 convention.

CARRIED

FINANCIAL STATEMENT – DECEMBER 31, 2020

5-21 ANDERSON That the Financial Statement for the year ended December 31, 2020 be accepted. CARRIED

FINANCIAL STATEMENT – JANUARY 31, 2021

6-21 GARRETT That the Financial Statement for the period ended January 31, 2021 be accepted. CARRIED

BOARD OF EXAMINERS – DECEMBER 1, 2020

7-21 LEMCKE That the December 1, 2021 Board of Examiners Minutes be acknowledged.

CARRIED

<u>UMAAS SCHOLARSHIP PROGRAM</u>

- Discussed increasing number of scholarships given due to lower expenses of UMAAS and the new regulations requiring certified administrators for all municipalities.

MUNICIPAL PROGRAMS & SERVICES STEERING COMMITTEE - NOV 2, 2020

8-21 ANDERSON That the November 2, 2020 Municipal Programs & Services Steering Committee Report be received.

CARRIED

SAMA ADVISORY COMMITTEE – NOVEMBER 24, 2020

9-21 HOARE That we acknowledge the November 24, 2020 SAMA Advisory Committee Report as presented.

CARRIED

ASSET MANAGEMENT SASKATCHEWAN AGM REPORT/UPDATE - FUNDING

10-21 ELLIOTT That the Asset Management Saskatchewan AGM Report/Update given by Executive Director Dolezsar be acknowledged and we provide \$5000 funding to the Asset Management SK to support MAMP3 training programs as requested.

CARRIED

BAKER TILLY SK LLP – AUDIT ENGAGEMENT LETTER

11-21 GARRETT That we acknowledge and accept Baker Tilly SK LLP Audit Engagement Letter as circulated.

CARRIED

SUMA – SALARY GUIDELINE ENDORSEMENT

12-21 MOLLER That we acknowledge receipt of the SUMA Salary Guideline endorsement as presented.

CARRIED

<u>SCHOLARSHIP APPLICATION – STACY JANSMA, RICHMOND</u>

13-21 MOLLER That we approve Stacy Jansma's Scholarship Application.

CARRIED

<u>SCHOLARSHIP APPLICATION – ANDREA GOEBEL, GRENFELL</u>

14-21 GARRETT That we approve Andrea Goebel's Scholarship Application.

CARRIED

SAMA ADVISORY COMMITTEE – APPOINTMENT CONFIRMATION

15-21 HOARE That we appoint Rodney Audette or Barry Elliott, alternate as UMAAS's SAMA Advisory Committee Appointment.

CARRIED

<u>UBAS – BASA REGULATION REV</u>IEW

16-21 ELLIOTT That Executive Director Rick Dolezsar respond to the UBAS – BASA Regulation review on behalf of UMAAS indicating we have no comment on regulatory changes and individual municipalities will comment as or complete their survey on their own recognisance.

CARRIED

W LAW LLP – UMAAS RETAINER UPDATE

17-21 MOLLER That we accept the W Law Group retainer update and pay the balance on account for 2020 along with a \$1500 retainer fee for 2021.

CARRIED

<u>MUNICIPAL EMPLOYEES PENSION PLAN – COMMITTEE APPOINTMENT</u>

18-21 ELLIOTT That we table the MEPP Committee appointment to our June meeting.

CARRIED

Director Barry Elliott left the meeting at 9:55 a.m.

CORRESPONDENCE

19-21 LEMCKE That the correspondence be acknowledged and filed. CARRIED

ACCOUNTS

20-21 NORMAN That the accounts be approved.

CARRIED

Director Barry Elliott returned to the meeting at 10:05 a.m.

UMAAS CONVENTION - DATE

21-21 MOLLER That the UMAAS Virtual Convention be set for June 9th & 10th, 2021. CARRIED

CONVENTION COMMITTEE - 2021 FORMAT /IT & A/V ASSISTANCE/PROGRAM

- Sponsorships letter cash to hosting conference not have trade show booths online, but offer links to websites.
- Use our current web designer (Gary Bergen) and A/V person (John Erby) to complete A/V recording and hosting.
- Day and half timeline? June 9 & 10, 2021 as dates
- Keynote Kendall Netmaker ask to move to 2022 convention as a possibility as MuniSask Convention just had him.
- UMAAS Elections elections by email and announce results at convention.
- Adoption of bylaw, minutes, financial statements send by email, executive member move and second these things, voting by email.
- When doing call for nominations, have current executive announce as to their interest in running again.
- Reviewed the 2020 draft agenda
- Convention Chair Janelle Anderson will review and work with Rick and the Committee to move forward.
- Still have small door prizes for registrants and/or larger prizes?
- Help Desk for or response to technical difficulties?

NEXT MEETING DATE & SITE

Next UMAAS meeting to be held on April 17, 2021 at 9:00 a.m. via Conference Call.

ADJOURNMENT

22-21 SCHURY That we do now adjourn at 10:35 a.m.

	<u>C</u> A	ARRI
President		
Executive Director		