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Hudson Bay, SK. S0E 0Y0

Executive Director UMAAS

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Sheila Leurer, Odessa

Associate Director

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PRESIDENT - Kim Gartner, Macklin

VICE-PRESIDENT - Michael Hotsko, Wadena

PAST-PRESIDENT - Jim Toye, North Battleford

EXECUTIVE DIRECTOR - Richard Dolezsar, Hudson Bay

ADMINISTRATIVE ASSISTANT - Eileen Danyluk, Hudson Bay

DIRECTORS:

- District
- No. 1 - Ed Sigmeth, Pilot Butte
 - No. 2 - Michelle Schmidt, Leader
 - No. 3 - Orrin Redden, Watrous
 - No. 4 - Kim Hauta, Kindersley
 - No. 5 - Colleen Digness, Choiceland
 - No. 6 - Ivan Gabrysh, Hague
 - No. 7 - Vacant

Associate - Sheila Leurer, Odessa

Ex Officio - Don Schlosser, S.U.M.A. President

**UMAAS AGENDA 2004
CONVENTION
“ENERGY AND EXCELLENCE”**

Tuesday, June 8, 2004

- 3:00 p.m. - Golfing at Holiday Park
Be sure to pre-register
- 7:00 p.m. - Registration & Ice Breaker
Wine, Cheese and Appetizers
- 9:00 p.m. - Gang of Three Golf Awards
**Sponsors: Royal Bank, Municode
Signal Industries**
- 9:30 p.m. - **Damien James - Ventriloquist**

Wednesday, June 9, 2004

- 8:30 a.m. - Coffee/Continental Breakfast
Sponsor: SaskTel
- Registration - Galaxy Lobby
- 9:00 a.m. - Opening Exercises
- O Canada
- Invocation
- Introduce Head Table
- President's Welcome
- Executive Director's Report
- Announcements
- Greetings from SUMA President
- 9:30 a.m. - Conference Kickoff - Darci Lang
- “Magnify Your Attitude: How To Focus
On What Is Important”
**Sponsor: Dept. of Government
Relations**
- 10:15 a.m. - Call for Nominations - Vice President
- Nutrition Break
- 10:30 a.m. - Minister's Address
- Hon. Len Taylor, GRAA
- 11:00 a.m. - Exhibitors' Parade
- 11:30 a.m. - District Meetings
Nominations - Division 1/3/5/7
- 12:00 noon - Luncheon
2:00 p.m.
**Sponsors: City of Saskatoon
SAL Engineering
- Mayor Don Atchison, Saskatoon
- Welcome
- Don Poon - SAL Engineering
- Intro of: New Certificate Holders/
Retirement Awards/Membership
Pins/New Members**
- 2:15 p.m. - Keynote Presentation
- Negotiation/Conflict Resolution &
Problem Solving
- **Evan A.M. Purchase**
Sponsor: SaskPower

“DRAFT”

**TRAVELODGE HOTEL
SASKATOON**

- 3:15 p.m. - Coffee -
Sponsor: Fort Garry Ind.
- 3:30 p.m. - Small Claims Court Procedures
- 4:30 p.m. - Adjourn
Free Evening for Delegates
- 9:00 p.m. - 1:00 a.m.
- Hospitality Room 251
- Tonnies Bar

Thursday, June 10, 2004

- 8:30 a.m. - Associate Members Meeting &
Election
Galaxy Room
- 8:45 a.m. - Coffee and Muffins
Sponsor: ASL Paving
- 9:00 a.m. - Workshop
“Dealing With The Media”
- JER Business Consultants
- 10:15 a.m. - Nutrition Break
Sponsor: Tri City Surveys
- 10:30 a.m. - Municipal Administrators' Forum
Employee Evaluations/Contracts/
Harassments
- 12:00 noon - Luncheon
- SUMA President Don Schlosser
- Fraternal Delegates
- 1:05 p.m. - Water System Assessments
Sask. Environment Rep.
- 1:45 p.m. - MEPP Update - Brian Sych
- 2:00 p.m. - EFAR Update - Bob Giles
- 2:15 p.m. - Coffee Break
Keynote Presentation
- 2:30 p.m. - Building Energy - Wendy Bodnar
- 3:45 p.m. - Announcements & Adjournment
- 6:30 p.m. - Cash Bar
COME ONE! COME ALL!
- 7:00 p.m. - Banquet - Medieval Feast
- 9:00 p.m. - Entertainment & Dance - Liverpool

**ANNUAL CONVENTION
PROGRAM
June 8, 9, 10 & 11, 2004**

Friday, June 11, 2004

- 8:45 a.m. - Coffee and Muffins
Sponsor: EJC Dudley & Co
Morning Kickoff
- 9:00 a.m. - “Stress Bites” - Wendy Bodnar
Sponsor: Royal Bank
- 10:15 a.m. - Coffee
Sponsor: SaskEnergy
- 10:30 a.m. - Elections - Vice-President
- 10:40 a.m. - Division Elections - 1/3/5/7
- Delta Room
- 10:45 a.m. - Resolutions/Bylaws
- 11:30 a.m. - Elections Results
- Introduction - New Executive
- President's Address
- 11:45 a.m. - Adjournment and Major Door
Prize Draw
- 12:00 noon - New Executive Meets
- You must be in attendance at the time of draw
to be eligible.
- Available throughout Conference:
Dept. of Government Relations
- Consultations
ROOM 186
- S.A.M.A. Consultations
Galaxy B
- EXHIBITS
Galaxy B
Wednesday, June 9
8:30 a.m. to 5:00 p.m.
Thursday, June 10
8:30 a.m. to 5:00 p.m.
Friday, June 11
8:30 a.m. to Noon**

Clerk's Profile

Sheila Leurer - Village of Odessa

My position as Clerk for the Village of Odessa began in 1971 after moving back to my hometown from Regina where I was employed with the Royal Bank of Canada as savings and payroll teller. In 1975, I decided to stay home and raise Darren, Holly and Todd with an opportunity to come back to the position of Clerk and librarian in 1987, seventeen years later, still functional with a Conditional Certificate. The Village Office is a combined entity, included are the Odessa Branch Library and a SGI license issuer making for at times a busy place.

I wish I could say I had a master's degree in something, but other than, taking the Urban Administration Development Program, a SIAST automated accounting class and LGA 14 and LGA 15 classes I am thankful to have been granted a Conditional Certificate till my retirement.

During the 3 years that I have been on the UMAAS Executive, my experience has been enjoyable and many opportunities gained. The time has come for another member to be elected to the position of Associate Executive Board Member at the 2004 Convention.

Community Profile

Village of Odessa

Odessa is a small community incorporated in 1911, 45 miles east of Regina, with a population of 242 citizens. Our community is a very volunteer oriented thru the service on many boards by the same people as in all small village where more bodies are needed.

The village elected a new Mayor this last election after our previous Mayor Kress served 39 years in the position, contested once, always championing low mill rates, water rates and a \$1.00 lot price for new construction.

In 1990, a new community rink was built, artificial ice 2 years later, \$750,000.00 debt free as the centre of rural and urban entertainment operating five months each year. Odessa has hosted both regional, provincial and national broomball championships, making our community the broomball capital

of Canada.

The Odessa Volunteer Fire Department and First Responders are an active and viable group of over 30 urban/rural members, a testament to dedication to community service. Other services include Holy Family Church, School - K-Grade 10, Library, Credit Union, fire hall, community hall, two garages, post office and convenience store.

Our savings grace to longevity is our commuting distance from Regina. Many people want/need the quiet life of a small town environment, peaceful, tranquil, nature oriented living next to our wildlife habitat (wetlands slough) within our borders.

Associate Editorial

Sheila Leurer, Associate Director

Happiness is a habit, way of life, profound but simple, can be practiced and attainable. How addicted are you to being happy - how much of your happiness depends on other people - what is your relationship with yourself?

There is an actual physical site of happiness in our brains, which we have to nurture and allow to thrive; there are NK cells (natural killer cells) which combat all our viruses and can be traced to the act of laughter. The biological circuitry of fear is the great enemy of happiness as we become emptier with the more we have. Most of us have become so used to being unhappy that we barely notice it. Work is everything and everything else is nothing. We are in survival mode. A recent poll found that 1/4th of all people are chronically angry or somewhat angry at work (naturally they become happy after work!) and are fixated on lack of time and yet we understand intellectually that everyone has 24 hours every day.

Our spirit must lead us to the small pleasures; expectations controlled and perfectionism left to the obsessed. Canada's happiness ranking is in 3rd place with an income index placement of 16th as compared to the U.S.A. Advertisements

will make you believe that wealth, status and physical appearance are the only valuable qualities - you cannot be happy if you lack any of these attributes.

Good news is you are unique and happiness is a serious business. We cannot be human alone. One of the newest psychology trends in achieving vigorous health is to help people feel happy; the past is gone and now is all that you can enjoy. Reliving past mistakes is just that reliving the pain. There is scientific proof that our brain/consciousness has a 1/4 second window of opportunity to disengage from any fearful urge/thought to make a choice in how to react; in a vacuum of possibilities, you can choose to create possibilities. *To all couch potatoes* - exercise increases endorphin output by 500% and decreases the incidence of major illness - our bodies are capable of healing themselves and do.

Practice the three R's - reframe, relax - react rationally (buy that bouquet of flowers for yourself, your own birthday card, and several presents or a pet that you always wanted, just to enhance that ounce of happiness that we need when the universe is ajar.)

2004 Convention Update

The 2004 Convention is in two months time. Your Executive is finalizing the Program Agenda. With the Program this year there are a number of format changes and I would like to highlight these.

GOLF NETWORKING AFTERNOON: Golfing will be held prior to the convention at 3:00 p.m., Tuesday, June 8, 2004 at Holiday Park. Delegates will be responsible for their transportation to and from the Course to their Hotel. Members that are golfing should be at Holiday Park at 2:30 p.m. Golf Awards will be handed out at 9:00 p.m. on Tuesday night sponsored by the New Gang Of Three - Royal Bank, Signal Industries and MuniCode Services.

REGISTRATION/ICE BREAKER: Registration will start at 7:00 p.m., Tuesday, June 8, 2004 and run until 9:30 p.m. Following the golf awards, Ventriloquist, Damien James will entertain you. Appetizers will be served throughout Tuesday evening's Ice Breaker.

KEYNOTE SPEAKER: Darci Lang is our keynote speaker and comes to us with rave reviews. To view Darci's website please visit www.darcilang.com. Ms. Lang's address is titled "Magnify Your Attitude: How To Focus On What Is Important."

PRESENTERS: JER Business Consulting Ltd. will be presenting two workshops Negotiation/Conflict Resolution and Problem Solving and Dealing With the Media. The media presentation will include a panel of local government employees that have experience in this area. Mr. Purchase will be available during his stay at the Convention for any person wishing to discuss particular issues with him.

Wendy Bodnar, founder of The Growth Shop, will be presenting on Thursday afternoon and Friday morning sessions entitled: "Building Energy" and "Stress Bites." To view Ms. Bodnar's website go to www.thegrowthshop.com and download the video at the site. Wendy will have her books for sale during her stay at our Convention.

Workshops will include Small Claims Court Procedures, Water System Assessments and a Municipal Administrator's Forum.

BANQUET AND DANCE: The banquet for 2004 has a new twist! We are having a Medieval Feast where all delegates are encouraged to come dressed for the theme and participate in the feast without the use of utensils or plates. We will be giving prizes to participants having "The Best Costume," "Gladiator Awards," "Wench Award," to name a few and an award to the Division that has the highest number of participants in the Medieval Feast. (For those that do not wish to be in costume, or who want to use utensils or a combination of the two, will be accommodated). The Feast will be followed by entertainment by the group Liverpool and a dance.

Days Like This

This is from a fictitious person who says she has AAADD - Age-Activated Attention Deficit Disorder.

"I decided to do the laundry, start down the hall and notice the newspaper on the table. OK, I'm going to do the laundry, but first I'm going to read the newspaper.

"After that, I notice the mail on the table. OK, I'll just put the newspaper in the recycle stack, but first I'll look through the pile of mail and see if there are any bills to be paid. Yes, now where is the cheque book? Oops, there's the empty glass from yesterday on the coffee table. I head for the kitchen, put the glass in the sink and there's the remote for the TV on the kitchen counter. What's it doing here? I'll just put it away . . . put first I need to water the plants. I head for the door and -- Aaaagh! Stepped on the dog. The dog needs to be fed. OK, I'll put the remote away and water the plants, but first I need to feed the dog.

"End of day: Laundry is not done, newspapers are still on the floor, glass is still in the sink, bills are not paid, chequebook is still lost, and the dog ate the remote control. When I try to figure out how come nothing got done today. I'm baffled because I know I was busy all day."

NOTICE!!!

The Travelodge Hotel, Saskatoon
offers the following
special rate for on-site Convention Rooms
Single or Double - \$88
Phone (306) 242-8881
Please book by May 4th, 2003
& advise you are with the UMAAS Group

We, whoever we are, must have a daily goal in our lives, no matter how small or great, to make that day mean something.

President's Message

Kim Gartner, President, UMAAS

The Convention Planning Committee has been very busy securing speakers and sponsors for the upcoming UMAAS Convention. The theme this year is "Energy And Excellence" with workshops scheduled to stimulate your mind and energize you for the year to come.

As an Association we have been patiently waiting for this first session of the Legislature to commence and the wheels of Government to begin spinning once again. The upcoming year will once again bring with it challenging times for all municipal administrators. Many of the challenges have time lines attached to them controlled by others. Let's take some time to consider what we do not know and what decisions we must wait for othersto make.

1) Revenue Sharing - Municipalities have been promised an additional \$10 million in Revenue Sharing. The question remains "How will the pool be distributed?" Hopefully the Provincial Budget, which should have been released by this printing, will provide us with the amounts we need to complete our budget documents.

2) Policing Costs - Over the past number of years we have come to expect great uncertainty about the amount of our requisitions. This year will once again be a guessing game as we await a decision on cost distribution and radio system

upgrades.

3) Education Funding - Although this is not a line item in our budgets it certainly has an impact on the decision of our Councils. In our role as advisors to our Council we do our very best to accurately reflect the impacts of school mill rates on our municipal taxpayers. Any relief provided to taxpayers on the education side of the tax notice, will most certainly be reflected in the comments we receive regarding the total tax bill.

4) 2005 Assessment - Each time an assessment roll-over year comes around we find ourselves operating on a very tight timetable. 2005 will once again provide us with little time to analyze our local situations. The providing of preliminary numbers, and setting of percentage of value, is scheduled for late this year.

These topics might on the surface appear to be Council matter and they should be. The schedule on which these decisions are made does however affect our jobs and the administrative functions of our municipalities. On your behalf we will continue to pressure the decision markers to institute more relaxed time lines, which will allow us to aid our Councils in their decision making processes.

Executive

Director's Editorial

Richard Dolezsar R.M.A.

Our 49th Annual Convention will be held June 8th to 11th. 2004 at the Saskatoon Travelodge.

The 2004 Convention Theme is "Energy And Excellence." This reflects the aims of your Executive and Convention Committee to provide you with a Program full of practical hands-on workshops on current material as well as provide motivational and inspirational topics from higher profile presenters.

Preliminary review of our Conference Agenda includes the following working sessions:

- Small Claims Court Procedures
- Tax Enforcement Procedures
- Dealing With The Media
- Water System Assessments
- M.E.P.P. Update

-Municipal Administrators' Forum including such items as employee evaluations, contracts and harassment.

The 2004 program will also feature the following: Keynote Presentations:

- Darcy Lang - "Magnify Your Attitude: How To Focus On What's Important"
- Evan A.M. Purchase - "Negotiation/Conflict Resolution & Problem Solving"
- Wendy Bodnar - "Stress Bites And Building Energy"

*When it becomes more difficult to suffer than
change . . you will change.*

The Travelodge Hotel has reserved a block of rooms at a special Conference rate of \$88.00 These rooms will be held until May 8, 2004. Please advise the Hotel you are with UMAAS to get the Convention rate.

Membership is a prerequisite to Convention registration. For anyone who has not yet paid their 2004 membership fee, the application is on the back of this Newsletter.

Executive election this year is for Vice President, Divisions 1, 3, 5 and 7 and Associate Director. Hopefully all members will take an interest in these Executive positions.

Looking forward to meeting all of you in June.

*Many people lose their tempers merely from
seeing you keep yours.*

*Your success is measured by your ability to
complete things.*

“ENERGY AND EXCELLENCE”

2004 CONVENTION REGISTRATION

Travelodge Hotel, Saskatoon, June 8th to 11th
SEND THIS SHEET TOGETHER WITH YOUR REGISTRATION FEES TO:
Urban Municipal Administrators’ Association of Saskatchewan

c/o Richard Dolezsar, Executive Director
P.O. Box 730
Hudson Bay, SK S0E 0Y0

- 1) Town of _____ Div. No. _____
- 2) Name _____
- 3) 1st Time Attendee? (Yes) _____ (No) _____
- 4) My spouse will be attending the Convention _____ Name _____
- 5) **Golf Tournament will take place at Holiday Park Golf Course starting at 2:45 p.m. on Tuesday, June 8th.**
 Teams will be made up from PreRegistrations and posted on site.
 Teams from late Registrations may be made up on site.
 a) Please register me _____ and/or my spouse: _____ for Golfing
 b) Please provide average nine hole scores: me _____ my spouse _____
- 6) Awards Information:
 Length of Service Pins information will be generated from our records which date back to 1982 (20 years).
 Please indicate if you are eligible for a 5, 10, 15, 20, or 25 Year Membership Pin and have not received it.

- 7) Do you know of any Retiring Administrator? Please state the name and provide a short biography:
 a) _____ of _____
 b) _____ of _____
 c) _____ of _____
- 8) Pre-Registration Fees:
 Delegates & Visitors @\$110.00 = _____
 Spouses @\$ 45.00 = _____
 Golf @\$ 15.00 = _____

Sub Total= _____
 Add 7% GST = _____
 Total = _____
- 9) Is your current membership paid _____. If not please complete application on page 8 and submit with the required fee.
- 10) Questions you would like to have presented to Advisory Services Personnel at their Workshops.
 1) _____
 2) _____

NOTE: THERE WILL BE NO REFUNDS AFTER JUNE 1ST.
 Payment of your 2004 membership is a pre-requisite to Convention Registration.
 GST Registration #130535842

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.**

*If the grass is greener on the other side,
yours may need watering.*

NOTICE RE:

**Operator Certification
Board
Change of Address**

**Operator Certification
Board
c/o Mail Room
3211 Albert Street
Regina, SK.
S4S 5W6**

*A father who encourages his boy to
follow in his footsteps has probably
forgotten a few.*

NOTICE

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

**CALL FOR FREE
INITIAL PHONE
CONSULTATION:**

**Benedict E. NussBaum
NussBaum and Company
204 - 2102 8th St. East
Saskatoon, SK S7H 0V1
Phone: 955-8890
Fax: 955-1293**

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

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 Counselling Service.



Human Resources Services Ltd. (HRS)

Yorkton: 786-6454 Saskatoon: 1-800-305-4477
Regina: 352-4166 Melfort: 1-800-305-4477
Estevan: 1-800-305-4477

Website: www.hrs-stress.com E-mail: hrs2@sk.sympatico.ca
24 HOUR SERVICE/7 DAYS A WEEK
1-800-305-4477

2004 APPLICATION FOR MEMBERSHIP AND MEMBERSHIP REGISTER

(Please print or type)

Please complete the membership Application annually as we must maintain Annual Registers

NAME _____
(Surname) (Given Name)

ADDRESS (in full) _____
(Box No) (Place) (Postal Code)

DIVISION NO.: _____

DETAILS OF MUNICIPAL ADMINISTRATION CERTIFICATE HELD

Please specify type of certificate:

Class	CERTIFICATE FEES	URBAN TYPE & NO.	DATE ISSUED	RURAL TYPE & NO.	DATE ISSUED
1) Associate } (Conditional)	\$85.00	_____	_____	_____	_____
2) "D" } "C" } (Standard) } Please state which	\$105.00	_____	_____	_____	_____
3) "A" OR } ADVANCED LEVEL I } Please state which SUPERIOR "A" OR } ADVANCED LEVEL II } \$130.00	\$130.00	_____	_____	_____	_____

Name of Municipality	Office Held	Dates
_____	_____	_____

*** Population shown Municipal Directory**

Have you ever had a Membership Certificate from U.M.A.A.S. or any fraternal organization suspended or revoked Yes No
 If yes, please provide details in full in a separate document.

Under Bylaw, failure to pay the annual membership fee shall render a member liable to have their name struck from the register.
 A \$25.00 fee is payable for reinstatement.

I hereby agree to abide by the Urban Municipal Administrators Act and by the Bylaws and the Code of Ethics of the Association and any other requirements as set forth from time to time by the Association.

SEND COMPLETED APPLICATION AND FEE TO:

**UMAAS
 Box 730
 Hudson Bay, SK. S0E 0Y0
 GST #13053 5842 RT
 GST I included**

(For Office Use Only)
 Membership Certificate Issued:

Associate _____

Regular _____

Receipt No. _____

 (Signature)