



August 24, 2020

To: All Municipal Councils  
c/o Clerks and Administrators

### **NOTICE OF SAMA ANNUAL MEETING**

In March 2020, SAMA communicated with our client municipalities that due to COVID-19 we would be postponing our Annual Meeting originally scheduled for April 9<sup>th</sup>, 2020.

This letter is to notify municipal councils that in accordance with *The Assessment Management Agency Act* SAMA will hold its 2020 Annual Meeting on **Thursday, October 22, 2020 at 1:30 pm as a virtual conference.**

For the health and safety of our clients and staff, and in keeping with the current provincial restrictions in place for in-person gatherings, SAMA has chosen to have our annual meeting in a virtual setting for 2020.

The virtual meeting will be comprised of some short updates from the SAMA Board Chair and Executive on the Agency's progress and our plans for the future and will allow for voting on resolutions.

Instead of the half day administrator training session SAMA has offered in the past, the Agency will instead be hosting a shortened 1.5-hour training Webinar for administrators on **October 21, 2020 at 1:30 pm.** The training session will provide some context for how MySAMA and SAMAView will be used as we look towards the upcoming 2021 Revaluation.

There is **no registration fee** to attend the 2020 SAMA Annual Meeting or Training Session.

Municipal councils may appoint up to two voting delegates to vote at the Annual Meeting. The voting delegates can be any elected or administrative representative named by the municipal council to attend SAMA's Annual Meeting as a voting delegate. Additional delegates, including members of council and administration, may also attend the Annual Meeting as non-voting participants.

As stated in section 17(1) of the *Annual Meeting Bylaw*, a municipal council may, not less than one month before the date set for the convening or reconvening of the annual meeting, deliver to the Board a proposed resolution for consideration at the annual meeting. A municipal council may present a resolution respecting assessment policy and practices, assessment administration or assessment legislation. **The deadline for receipt of regular resolutions is Tuesday, September 22, 2020 at 12:00 noon while the deadline for receipt of emergent resolutions is October 21, 2020 at 12:00 noon.**

Resolutions may be submitted by mail to my attention at SAMA Central Office, 200-2201-11th Avenue, Regina, Saskatchewan, S4P 0J8, or by email at [sama.agm@sama.sk.ca](mailto:sama.agm@sama.sk.ca). If submitting your resolution within one week of the deadlines, we would encourage you to submit the resolution electronically to ensure it is received by SAMA prior to the stated deadline dates.

SAMA had received one resolution from the RM of Rudy, No. 284, in March prior to our originally scheduled 2020 SAMA Annual General Meeting. This resolution will be dealt with at the SAMA Annual General Meeting on October 22<sup>nd</sup>, along with any additional resolutions received before the dates noted above. A copy of that resolution with the associated information backgrounder has been attached to this correspondence for your consideration.

Voting on resolutions will be carried out using an online Q&A and polling platform.

Please complete the registration form that was sent with this letter and return to SAMA via email by October 13<sup>th</sup>, 2020 to [sama.agm@sama.sk.ca](mailto:sama.agm@sama.sk.ca) to confirm your attendance for the administrator training webinar and/or for the SAMA Annual General Meeting. Attendees at the SAMA AGM are requested to signify if they are a voting delegate, so that we can track and ensure that votes on resolutions are done by registered voting delegates.

Shortly before the date of the meeting and/or the training webinar you will receive a link via email which will allow you to join the training session on October 21<sup>st</sup> and/or the virtual Annual Meeting on October 22<sup>nd</sup> depending on which events you have registered to attend.

We look forward to providing you an update on the Agency's progress at meeting our objectives and providing some important information as we move towards the 2021 Revaluation.

Sincerely,



Irwin Blank  
SAMA Chief Executive Officer