

# MUNICIPAL Update

November 18, 2024

## UPCOMING EVENTS

### November 20

Webinar - Council Table 101:  
Exercise governance basics and  
strong council meeting etiquette

### November 20

MuniCast - S7:E4 Leadership  
Development with the Municipal  
Leadership Development  
Program

### December 4

Webinar - Building Not-for-Profit  
Childcare Centres: The Role of  
Co-operatives in Supporting  
Saskatchewan's Municipalities

### January 21

Municipal Leaders' Roles and  
Responsibilities - Prince Albert

### January 23

Municipal Leaders' Roles and  
Responsibilities - Moose Jaw

See all [upcoming events](#).

## Multi-Material Stewardship Western Household Packaging and Paper Stewardship Program Survey

The provincial government has approved the Multi-Material Stewardship Western (MMSW) Household Packaging and Paper Stewardship Program Plan, which marks a transition to a full extended producer responsibility (EPR) model.

SUMA welcomes this model and appreciates the excellent work that MMSW is doing with the EPR program.

However, we realize the timeline set out for the transition is not realistic for all our members. As such, we have been advocating for an **extension of the EPR timeline to 2029**, or **funding support for municipalities that may not be able to adjust their existing contracts by 2027**.

To help shape the conversation and our advocacy plan, respond to the survey below.

[Take the survey.](#)

## ADVOCACY UPDATE

### Congratulations to All Elected Municipal Leaders

**Congratulations to all those who have recently been elected or re-elected to serve as mayor or councillor** in your community. It's an honour to be chosen by your fellow residents to serve your urban municipality, which comes with great responsibility. To those stepping away from municipal governance, thank you for your service, effort, and dedication to your community.

SUMA recognizes the unique challenges faced by urban municipalities, and is here to provide tools and support to help ensure the next four years are as successful as possible for you, your fellow council members, and your municipality as a whole.

To help you get started on the right foot, we have put together a list of resources for elected officials. These tools are useful whether it's your first term or tenth, so we encourage all elected officials to bookmark [this page](#) and revisit it often.

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## SUMA's Advocacy Following the 2024 Provincial Election

Congratulations to both the returning provincial government (the Saskatchewan Party), and the official opposition (the Saskatchewan New Democrats), on their wins during the 2024 Saskatchewan General Election. SUMA looks forward to the cooperative work ahead, and will soon be sitting down with Cabinet ministers to discuss matters important to our members. We will also continue to advocate on the issues brought forth during our provincial election campaign:

### Municipal Revenues

Municipal governments are the orders of government closest to and most accessed by the public. Urban municipalities own 60 per cent of public infrastructure, such as roads, water, wastewater treatment, recreation, green spaces and fire halls, to name a few. To maintain these systems, municipalities must run balanced operating budgets. **Despite ever-increasing responsibilities, streams of funding available to municipalities have not increased**; municipalities still have only property taxes and grants from other orders of government to rely on for income.

Municipalities also want to see **simplified property assessments for property taxes, more funding for next generation infrastructure**, such as landfills, hospitals, and green infrastructure, and **support for municipal growth with opportunities to help retain newcomers**.

### Municipal Responsibilities

Municipalities work under regulations over which they have little control. For example, many of our communities are governed by *The Police Act 1991*, which no longer fits the needs or perception of public safety in the modern world. We want to see **holistic changes to the Act that will allow police to focus on enforcement, while including other professionals in cases where necessary to provide wrap-around care**.

Municipalities are also seeking support with **bylaw enforcement and prosecution through supports for education and by increasing the scope of fines that municipalities can add to tax rolls**.

SUMA wants to see **support for new technology and education concerning landfill closures, and support for the Municipal Eco-Action Centre**, which will help municipalities across the province navigate climate change and resilience plans through grassroots support and knowledge. Municipalities need programs and investments which will attract newcomers and help them settle and continue to live in urban communities.

### Provincial Downloading

Municipalities do not have the fiscal capacity to handle social services, housing, and shelters, nor should they be responsible for providing these basic needs, which fall inside the provincial government purview. However, time and again, municipalities are required to step in to relieve the stress their communities feel directly. The province must step up and provide better help to residents, or it will continue to cost municipalities time and resources they simply do not have. We have expressed our concerns over current **mental health and addictions policies and housing issues** regularly. In particular, **SIS and SAID need drastic improvements in order to be helpful to the people who require these services**.

The government must also take a firm stance on **climate change**, and provide **environmental leadership**. Saskatchewan is one of the few provinces in Canada without a wetland policy, which is necessary to ensure sustainable water management practices.

SUMA looks forward to the coming months, and will keep you up to date on progress on these files. If you would like to view SUMA's policies in brief, which addresses these issues and more, you can read them [here](#).

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## New Bylaw Templates Available

SUMA has created new **bylaw templates and other informational resources** for the use of its member municipalities. Some of these documents include: Buildings Code Bylaw Template; Nuisance Bylaw Template; Unsightly Properties Bylaw Template; Facility Rental Agreement Template; and more. These can all be found on the SUMA wiki member portal, which you can access by logging in [here](#), and selecting the wiki page in the menu. If you are unsure of your login information, please contact [communications2@suma.org](mailto:communications2@suma.org) for assistance.

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## 2025 Resolutions Policy

Resolutions are one way SUMA members can get their issues to the forefront of our advocacy efforts, and it's never too early to start thinking of those you might submit. Now is a good time to review the guidelines in the 2025 Resolutions Policy. You can access the document [here](#).

As is our policy, **only those resolutions that are absolutely critical and could not possibly have been included in the Convention package will be brought forward after the January 31 deadline**, and only then with justification for why it is both urgent and emergent. Any other late resolutions will be considered by the SUMA Board after Convention.

To read past resolutions visit our website [here](#).

## CAPACITY BUILDING OPPORTUNITIES



**Webinar** | **SUMA** | 11.20.24  
10:00-11:00 a.m.

**Council Table 101: Exercise governance basics and strong council meeting etiquette**

Sponsored by **SUMAssure**

### Council Table 101: Exercise governance basics and strong council meeting etiquette

Presented by SAGE Analytics Inc. this webinar version of the SAGE Governance Workshop is educational and entertaining; you will see pre-recorded videos of volunteers championing assigned profiles in a council meeting simulation. Join us on **Wednesday November 20** at **10:00 a.m.** for the webinar **Council Table 101: Exercise governance basics and strong council meeting etiquette** for this opportunity that demonstrates professional council meeting etiquette and respectful dialogue among officials.

Participants will learn:

- How diverse opinions add value to the decision-making process.
- To participate during meetings with confidence and respect.
- To be more persuasive and effective council members.
- To recognize and address conflict at the council table.
- To model respectful, professional meeting conduct.

Skills learned in this workshop are transferable to other board and committee appointments that

officials hold. The SAGE Governance Workshop reinforces good groundwork for governance deliberations, and it doubles as an excellent council orientation teambuilding opportunity.

[Register here.](#)

SUMA's webinar program is sponsored by:



SUMA webinars are free for all members to attend. Non-members can attend for \$45 plus GST.

A banner for a webinar. On the left, a laptop icon is next to the word "Webinar". In the center, the SUMA logo is displayed. On the right, the date "12.04.24" and time "12:00-1:00 p.m." are shown. Below this, a photograph shows a woman and two children sitting on a wooden floor, looking at something together. A semi-transparent grey box over the photo contains the title: "Building Not-For-Profit Childcare Centres: The Role of Co-operatives in Supporting Saskatchewan's Municipalities". At the bottom right of the photo, it says "Sponsored by SUMAssure" with the logo.

## Building Not-For-Profit Childcare Centres: The Role of Co-operatives in Supporting Saskatchewan's Municipalities

On **Wednesday December 4** at **12:00 p.m.** discover how to use co-operatives to create sustainable, community-driven not-for-profit childcare centres in Saskatchewan. In the webinar *Building Not-For-Profit Childcare Centres: The Role of Co-operatives in Supporting Saskatchewan's Municipalities* presenters from Co-operatives First will explore how municipalities can support and guide the creation of these centres without directly managing daily operations. We'll also cover how municipal capital investments can create long-term benefits for the community, and how co-operatives unite parents, municipalities, and other partners to ensure inclusive and effective governance.

[Register here.](#)

SUMA's webinar program is sponsored by:



SUMA webinars are free for all members to attend. Non-members can attend for \$45 plus GST.

### Need to Catch Up On a Webinar?

All webinar recordings are available on the [SUMA member portal](#).

Each municipality has one shared login for the member portal that can be distributed to all staff and members of council. We encourage you to revisit or share previous webinars with



other staff or elected officials. If you are unsure of your login information, please contact [communications2@suma.org](mailto:communications2@suma.org) for assistance.

Visit the **SUMA** member portal.



January 21 - Prince Albert  
January 23 - Moose Jaw

## Municipal Leaders' Roles and Responsibilities



### MLDP: Municipal Leaders' Roles and Responsibilities

***Municipal Leaders' Roles and Responsibilities (MLRR)*** is a required module within the Municipal Leadership Development Program (MLDP). These MLRR sessions are hosted by SUMA. This session will provide valuable information to newly elected officials about their roles and responsibilities as a council member of their urban municipality. This session would also serve as a good refresher for returning elected officials. Participants will hear about the relationship between council and administration, running council meetings, municipal law, and the roles of SUMA and UMAAS.

The registration fee is \$100 + GST, lunch will be provided.

**January 21 Prince Albert**  
Art Hauser Centre  
10:00 a.m. - 3:00 p.m.

[Register here.](#)

**January 23 Moose Jaw**  
Moose Jaw Events Centre  
10:00 a.m. - 3:00 p.m.

[Register here.](#)

### Municipal Leadership Development Program (MLDP)

There are a total of six modules through the MLDP that participants can take to complete the full program. Additional modules currently open for registration are:

***Strategic Communications for Municipalities***  
November 27 - Town of Herbert

***Municipal Leaders' Roles and Responsibilities***  
December 5 - Virtual, hosted by SARM

***Municipal Economic Development Fundamentals***  
December 10 - Virtual

***Strategic and Financial Planning for Municipalities***  
December 16 and 17 - Virtual

***Community and Land Use Planning***  
Offered virtually through Southeast College. Always available.



Municipal Leadership  
Development Program

For more information about these workshops, please visit the MLDP [website](#) or direct questions to the MLDP Administrator, Christina Berry, at [cberry@sarm.ca](mailto:cberry@sarm.ca).



In the office, at home, or on the go, **MuniCast** brings you conversations on important municipal topics. If you haven't listened to this podcast before, start with season 1!

Episodes in seasons 1 and 2 focus on best practices in governance and leadership. These episodes are a great resources for newly elected and re-elected municipal officials. If you'd like to learn more about SUMA and how the association supports your municipality, season 6 has you covered! Meet the SUMA staff and discover how their work impacts you. Other seasons include conversations on municipalities' roles in mental health and addictions, reconciliation, and more.

**MuniCast** is currently in it's 7th season and we are discussing educational opportunities for council and administration. Tune in on **November 20** for episode 4, ***Leadership Development with the Municipal Leadership Development Program*** to learn more about the Municipal Leadership Development Program (MLDP) that has been developed exclusively for elected and appointed municipal leaders in Saskatchewan.

[Catch up on MuniCast here.](#)

## SUMA Service Awards

Annually, the Board of Directors recognizes individuals who have demonstrated a commitment to outstanding service in the municipal field. SUMA is proud to honour individuals for their outstanding contributions to the development and prosperity of our communities and urban governments in Saskatchewan.



The [Meritorious Service Award](#) is granted to municipal employees in Saskatchewan urban municipalities who have served 20 years or more of employment. It recognizes their career success, dedication, and involvement in their local community.

The [Honorary Service Award](#) recognizes elected officials in Saskatchewan urban municipalities who have served 20 or more years on municipal council. It recognizes their long-term dedication to, and involvement in, their local communities.

Nominations will remain open until 12:01 a.m. on **January 6, 2025**.

[Submit a nomination here.](#)

# Last Chance! Nominate your Municipality for a Saskatchewan Municipal Award

Established in 2006, the **Saskatchewan Municipal Awards (SMA)** celebrate the excellent and innovative practices of Saskatchewan's municipal governments. The program also aims to share knowledge amongst municipalities by sharing best practices, promote cooperation and synergies between urban and rural municipalities, and award municipal driven projects.

Winners are provided with a professional video that highlights their winning project. Past winners have used their videos to highlight their municipal initiative for national and international awards. Winners whose projects are still on-going have found that being awarded an SMA helped their community visualize the future of the project, generating more support and community buy in can improve the success of the initiative for years to come.



“  
Being selected for this award had a huge impact on the communities goals and visualization of the project.  
”

Sponsored by  
**Affinity**  
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2021 winner  
Town of Willow Bunch and  
RM of Willow Bunch No. 42

Nominations for the 2024 Saskatchewan Municipal Awards close on **November 26 at 4:00 p.m. CST.**

**Nominate a Municipality.**

**We are URBAN.**



**Highlight your community and be part of the We are URBAN. campaign!**

**Share photos and videos** spotlighting your municipality. Don't forget to include a description, your location, and the name of your municipality.

Follow us on **Instagram** at [@suma.connect](https://www.instagram.com/suma.connect), and use the hashtag **#WeareURBAN** to share. You can also share directly on [memoryKPR](https://www.memorykpr.com) by using the QR code provided.

**Let's celebrate our municipalities and everything that makes them unique! We are URBAN.**



## OTHER UPDATES

### Provide Feedback on the General 2024 Municipal Elections

Now that the 2024 Municipal Elections are over, Government Relations wants municipalities across Saskatchewan to **provide feedback through this [survey](#)**.

The province wants to hear about how municipalities set up their elections, the ways in which voters cast their ballots, what difficulties municipalities encountered, and anything else that may be relevant to improving the local election system. The results will provide a starting point for discussions with stakeholders regarding potential legislative and regulatory improvements.

The survey will be open until **December 31**. If you have any questions, please email [Regs@gov.sk.ca](mailto:Regs@gov.sk.ca).

### Canada Housing Infrastructure Fund (CHIF)

Housing, Infrastructure and Communities Canada has **launched its application intake for the \$1 billion direct delivery stream of the [Canada Housing Infrastructure Fund](#) (CHIF)**.

They are now accepting proposals from eligible applicants, such as municipalities and Indigenous communities, for projects with total eligible costs ranging between \$1 million and \$100 million, under a continuous intake stream while the intake remains open.

Projects may be pulled for assessment at various times during the intake period, with projects being recommended for approval prior to the intake closing on **March 31, at 3:00 p.m., Eastern Time**, and on **May 19, at 3:00 p.m., Eastern Time** for Indigenous applicants.

In order to support Indigenous-led projects, at least 10 per cent of the funding envelope will be dedicated to eligible Indigenous recipients.

For more information, please consult these resources:

- [Applicant Guide](#)
- [Guide for Indigenous Applicants](#)
- [How to access the funding portal](#)
- [CHIF website](#)

Please feel free to direct any questions to the CHIF team at [chif-fcil@infcc.gc.ca](mailto:chif-fcil@infcc.gc.ca).

### Volunteer to be an Assessor for the USask College of Medicine

The University of Saskatchewan College of Medicine wants your **help with their multiple mini interviews for candidates**. They are looking for health professionals and members from the community who will offer a balanced, fair and diverse perspective to help inform our selection decisions.

For those looking to volunteer, the process involves one-full day (approximately eight hours) commitment for assessing and interviewing candidates for personal qualities important for the medical profession. Volunteers must also participate in a mandatory training session for assessors.

If you would like to volunteer for the Multiple Mini Interview, please complete the online [2025 Assessor Registration Form](#) by **December 1**. If you are interested in participating in this year's Panel Interview process, please watch for a separate invitation in early January. If you have questions, please contact the College of Medicine Admissions Office at [med.admissions@usask.ca](mailto:med.admissions@usask.ca).



## Municipal Revenue Sharing Declaration of Eligibility

**Municipalities are required to annually report their compliance with eligibility requirements to receive their Municipal Revenue Sharing (MRS) grant** by completing an online Declaration of Eligibility (declaration). The unique link and password for the online declaration was emailed to each municipality on November 15. If you have not received it, please email [grcompliance@gov.sk.ca](mailto:grcompliance@gov.sk.ca).

The deadline for submission of the declaration is **January 31, 2025**. Please ensure it is submitted by the deadline to Government Relations, even if the municipality does not meet all eligibility requirements.

Please watch the [Declaration of Eligibility recorded webinar](#) and/or download the [Declaration of Eligibility Guide](#) and this [Eligibility Requirements infographic](#) to learn more.

## Saskatchewan Public Safety Agency's CAR Signage Incentive Project

The Saskatchewan Public Safety Agency (SPSA) CAR Signage Incentive Project **aims to provide assistance with the cost of road name and civic address signage** for Saskatchewan communities.

The Civic Address Registry (CAR) program works with communities to **improve identification of property locations for 9-1-1 operators, dispatch services and emergency responders**. Communities that join CAR can participate in free training and access resources that locate properties more quickly and accurately. The CAR Signage Incentive Project also hopes to increase use of physical signage to assist in emergency response. There is no cost to participate in the CAR program or to apply for the incentive. The application form will be **available for submission starting November 21**.

Encourage community leaders to send their name and community name advising their interest in the incentive project to [car@gov.sk.ca](mailto:car@gov.sk.ca) by **December 31**. For more information on the CAR program, please visit [saskpublicsafety.ca/communities/car](https://saskpublicsafety.ca/communities/car).

To register for the CAR program and to complete the required training to qualify for the incentive, please go to: <https://www.saskaddress.ca/carloginrequest/home/signup>. For more information on the CAR Signage Incentive Project, please email [car@gov.sk.ca](mailto:car@gov.sk.ca) or contact Lisa Hall at (306) 519-2659.

## Grants Available for Facilitating Independence

**Facilitating Independence is a process that focuses on supporting older adults to live as independently** as they wish to, in their location of choice. The goal is to provide supportive services and options which allow older adults to live a meaningful and freely chosen life, in their home and community.

Grant funding was provided to 10 organizations in 2023 for projects that will be carried out in 2024. Based on the success of the first Facilitating Independence grant programs, the Saskatchewan Seniors Mechanism (SSM) has another **approximately \$200K in 2025 available for one-time funding for micro-grants/seed money** to organizations that serve older adults, community groups, or other interested organizations to develop/pilot new approaches for providing supportive services to older adults. Additional information on this opportunity including the application process, eligibility criteria, and timelines, is available on the SSM Website at: <https://skseniorsmechanism.ca>

Grant applications will be accepted by SSM until **December 10**. For information read this [document](#).

## Join Tamarack Institute's Adaptive and Resilient Communities Cohort

The **Adaptive and Resilient Communities Cohort (ARCC)** is designed to catalyze community-level actions to advance local climate adaptation and resilience projects. The cohort will bring

together 15 collaborative teams for a year-long journey of applied learning and action that includes communities of practice, tailored coaching, and access to the latest thinking, tools, and resources, all designed to help you overcome your barriers to action.

Through the ARCC journey, participating teams will dive deep into a local climate adaptation and resilience project to achieve at least one significant implementation milestone by the end of the 12 months. This progress will build a strong foundation and momentum for continued work beyond the cohort.

You can learn more about the program and apply to participate [here](#). Applications are due **November 26**.

## CLASSIFIEDS AND GRANTS



### Classifieds

#### Positions Available:

- Village of Mankota: *Foreman and Water Works Operator* (Nov 19)
- Town of Biggar: *Chief Administrative Officer* (Nov 27)
- Town of Hepburn: *Chief Administrative Officer* (Nov 29)
- SUMA: *Advocacy and Legal Services Advisor* (Nov 25)
- City of Melfort: *Municipal Project Manager* (Nov 30)
- Town of Blaine Lake: *Chief Administrative Officer* (open until filled)
- The Resort Village of Saskatchewan Beach: *Maintenance Worker* (open until filled)

Have a position to fill or an item to sell? [Submit your ad](#) on our website.

Find the latest listings by visiting the [classifieds](#) section of our website, under the Programs and Services tab.



### Grants

#### Upcoming Deadlines:

- Saskatchewan Seniors Mechanism: *Grants for Facilitating Independence* (Dec 10)
- Office of the *Provincial Interlocutor: First Nations and Métis Community Engagement Project Fund* (Year-round)
- CMHC: *Seed Funding* (Year-round)
- CMHC: *Affordable Rental Innovation Fund* (Year-round)
- CHIF Fund: *Canada Housing Infrastructure Fund* (March 31, 2025)

For a full listing of grants, check the [Grants](#) section of our website under the Resources tab.



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