

# MUNICIPAL Update

August 26, 2024

## UPCOMING EVENTS

### September 10

Webinar - Personal Information Management for Urban Municipalities

### September 11

Candidate School - Municipal Governance 101: Cities, Towns, and Villages

### September 12

SUMA Northern Members Meeting

### September 17

Candidate School - Town Hall

### September 18

Candidate School - Village Hall

### September 19

Candidate School - City Hall

### September 23

Procurement Bootcamp for Urban Municipal Administrators

See all [upcoming events](#).



Join us on **Tuesday September 10 at 10:00 a.m.** for the webinar **Personal Information Management for Urban Municipalities** presented by INQ Consulting. Attendees can expect to learn what inherent risks exist to municipalities in today's day and age, an overview of public and private sector laws, and a high-level guide of what to do in a privacy program portfolio to meet compliance.

Attendees will walk away with practical notes for managing their privacy programs and overseeing vendors to ensure that risks to personal information are effectively mitigated.

[Register Here!](#)

**SUMA's webinar program is sponsored by:**



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

## Border Crossings

The CBSA (Canadian Border Services Agency) is currently in negotiations with the United States Border Services who are looking at **potential closures and restrictions, such reduction in hours of service, at various border crossings in the Prairies**. As this change will have a direct effect on ports of entry on the Canadian side, SUMA is in talks with the CBSA. We encourage communities to **petition to oppose reduction of border hours by sending a letter to the CBSA**. You can use **this [Petition and Letter of Concern template](#)**.

**The CBSA is working with the U.S. to find solutions which will minimize disruptions, and has let SUMA know they will reach out to any effected communities**, once they are aware of what changes will occur.

## Condolences from SUMA

**SUMA extends our deepest condolences to the family, friends and colleagues of George Bristow, former SUMA VP of Villages, and the Mayor of the Village of Strongfield**. George dedicated an impressive 40 years to municipal governance as mayor, and leaves behind a great legacy. Our thoughts are with his community at this time. Read more about Mayor George Bristow's life [here](#).

## Energy and Resource Opportunities

SUMA CEO, Jean-Marc Nadeau, recently attended the **Saskatchewan Energy and Resource Opportunities roundtable, hosted by the Minister of Energy and Natural Resources, Johnathan Wilkinson**. During the roundtable, SUMA discussed our leadership in advocating for and pushing policies that promote clean economies through support for emission reduction by 2030, and the establishment of the Municipal Eco-Action Centre. Other topics covered during the roundtable included waste management and the potential for clean fuel production, and opportunities in renewable energy such as wind, solar, SMRs (small modular reactors), which offer promising to diversify the province's energy mix and provide reliable, low-emission baseload power.

## SUMA Welcomes New Southwest Regional Director

SUMA welcomes **Sharon Schauenberg, Mayor of the Town of Assiniboia, as the new Southwest Regional Director**. We look forward to having Mayor Schauenberg on the SUMA's Board of Directors, and working toward further progress in addressing the challenges that urban municipalities face. Thank you for joining the team.

## We are URBAN.



**Thank you to everyone who shared photos** throughout our campaign.

You can still **continue to highlight your community and be part of the We are URBAN. campaign! Share your photos and videos** highlighting your municipality. Don't forget to include the description, location, and name of your municipality.

Also, if you are out and about and notice one of our billboards proudly declaring **We are URBAN**, across Saskatchewan, please send us a photo. **We need your help** to collect a picture for each location. Keep an eye out for billboards of these communities:

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 with [memoryKPR](https://www.instagram.com/memoryKPR) by using the QR code provided.



**Let's celebrate our communities and all that they do! We are URBAN.**

[Learn more about We are URBAN.](#)

## CAPACITY BUILDING OPPORTUNITIES



At home, in the office, or on the go, listen to MuniCast on all major podcast platforms!

**Season 7 of MuniCast will focus on education available to municipal staff and elected officials.** Starting this September, join us for conversations about municipal leadership development, post-secondary training for administrators, and ways to engage with municipal peers.

### **September 18**

E1 Municipal Management with Southeast College

### **October 9**

E2 Municipal Administration Specialty with Saskatchewan Polytechnic

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# SUMA CANDIDATE SCHOOL

Learn about being an elected official in this virtual session for potential municipal election candidates.



Check [www.suma.org/events/candidate-school](http://www.suma.org/events/candidate-school) for more information and to register.

**Candidate School** is a **FREE virtual opportunity** for potential municipal election candidates to learn about being an elected official.

**SUMA is seeking your support in sharing these events to potential elected officials** in your municipality. Please share information about the event in your community and on social media **using the resources provided by SUMA**. Resources including a printable poster, social media graphic, and text for emails and social media posts are available on our [website](#).

**Candidate School sessions consist of two parts**, Municipal Governance 101 and a "Hall" session specific to your sector. Municipal Governance 101: Cities, Towns, and Villages will be taking place on **September 11 at 6:30 p.m.** Participants will learn how democracy works, the roles and responsibilities of council, ways to navigate conflicts of interest, and challenges unique to their sector. The "Hall" session is a question and answer period where attendees can ask their municipal governance questions specific to their sector.

Access promotional resources here.



On **Monday September 23** from **9:30 a.m. to 3:30 p.m.** join us online for a **Procurement Bootcamp for Urban Municipal Administrators**.

Step into this comprehensive workshop on urban municipal procurement where you will be guided through a wide array of procurement essentials. From uncovering best practices to understanding mandatory requirements, policies, and cooperative buying groups, this workshop has you covered. This workshop will explore topics including INCO terms, competitive bidding laws, and truth and reconciliation actions. Facilitator Larry Berglund will also address illegal supplier practices, service level agreements, working effectively with elected officials, and more! Join us for a practical and engaging journey into procurement excellence.

**This event will be held virtually** and is open to administrators from SUMA member municipalities only. Space is limited so register soon to secure your spot.

[Register Here!](#)

**Please note:** a recording of the session will not be available. This event will be held again in 2025.

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## Webinar Recordings Available on SUMA's Member Portal

All webinar recordings are available on the **SUMA member portal** at [suma.org/member-login](https://suma.org/member-login). During the summer months, there will be no new webinars, however, we'll return to our regular schedule in the fall.

If you missed any webinars that you would like to revisit or share with other staff or elected officials in your municipality, they can be accessed on the member portal. Each municipality has one shared login for the member portal that can be distributed to all staff and members of council.

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

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## SUMA Golf Tournament Results

Thank you to everyone who participated in the 2024 SUMA Golf Tournament hosted by the Town of Maple Creek. Congratulations to all the winners!

Tournament winners:

- Al Roy – Hillside Butchers (Sponsor)
- Dona Jim Bedi - Town of Spiritwood
- Jeremy Patzer – MLA, Cypress Hills

Dennis Draper winners:

- Orne Murray – Town of Outlook
- Nancy Schneider – Town of St Walberg
- Jill Roy – Town of Maple Creek

Luau King and Queen of each course:

- Barry Elliott – CAO, Town of Maple Creek
- Carmen Drapeau – Town of Maple Creek
- Jerry McKenize – Town of Maple Creek
- Jill Roy – Town of Maple Creek

Thank you to all those who played a role in planning the tournament, the sponsors, and to all who attended; you each contributed to an excellent event. We look forward to seeing you at the SUMA Golf Tournament in the Town of Outlook in 2025, and in the Town of Midale in 2026.



# OTHER UPDATES

## 2024 Municipal Election Information from SUMA

SUMA began offering election supplies and ballot printing during the 1997 election year. Members can take advantage of our bulk purchasing savings and friendly customer service when preparing for their municipal elections/byelections.

### Member Advantages

- Substantial cost savings, based on bulk purchasing of supplies and bulk processing of ballots.
- Supplies shipped using the most cost effective method for each individual municipality (usually within 3-5 business days of order receipt).
- When the order is received by the SUMA office within **15 business days prior to the advance poll date**, guaranteed processing of ballot orders to meet the limited turn-around time between close of nominations, advance poll, and election dates. Orders received less than 15 business days prior to the advance poll date cannot be guaranteed.
- Members will be invoiced directly from SUMA.

### Election Supplies and Ballot Order Forms

- [Election supplies and ballots](#) \*SUMA MEMBERS ONLY\* (PDF document)
  
- **SARM Members only:** [Election supplies](#) (PDF document)

### Contact Information

Please scan and email forms to [suma@suma.org](mailto:suma@suma.org)

### Handy References & Links

- Electoral Forms - Print Your Own: Visit the [Publications Saskatchewan](#) to download and print your own Election Forms.
- Can't find what you're looking for? Forms may also be found at [the King's Printer](#).
- [The Local Government Election Act, 2015](#)
- [The Local Government Election Regulations, 2015](#)
- [Election Procedures for Municipalities](#)

## Municipal Administrator's Corner – Elections Resources

2024 is a general election year for all municipalities in Saskatchewan. **Cities, towns, villages, and northern municipalities will hold their general elections on November 13.** Election day for **resort villages was July 27**. (Northern municipalities may move their election date earlier by decision of council).

To learn about amendments to [The Local Government Election Act, 2015](#) and [The Local Government Election Regulations, 2015](#), please check out the document [Information Bulletin: Amendments to The Local Government Election Act, 2015](#).

The Advisory Services and Municipal Relations branch has also updated several resources to assist election officials in carrying out their municipal election. [The Election-Byelection Scheduling Tool](#) is a great resource to map out the municipal election process and become familiar with the legislated dates and publishing requirements. [The Local Government Election Guide](#) for Saskatchewan municipalities has also been updated and is available to help municipal election officials understand the municipal election process and perform their duties.

For additional questions regarding municipal election legislation or these resources, please contact the Advisory Services and Municipal Relations branch at **306-787-2680** or by email at [muninfo@gov.sk.ca](mailto:muninfo@gov.sk.ca).

## Election Resources for Citizens Running for Council

The Ministry of Government Relations, in consultation with the municipal associations (Saskatchewan Association of Rural Municipalities, Saskatchewan Urban Municipalities Association, Urban Municipal Administrators Association of Saskatchewan and Rural Municipal Administrators' Association), developed the following **resources geared toward citizens who are thinking about running for municipal council**:

- **Guide – Consider Running for Municipal Council** – A citizen's guide for candidacy in municipal elections.
- **Videos** – Four pre-recorded videos that break down the guide content into shorter video clips by topic.
- **Poster** – A poster that contains a QR code that the public can use to go to [saskatchewan.ca](http://saskatchewan.ca) where the new resources are located.
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As an administrator, you're encouraged to communicate the availability of these resources to the public by:

- Displaying the poster in the municipal office and/or public spaces frequented by your citizens.
- Printing copies of the poster and/or guide to have available in the office.
- Including the poster on the municipality's website.
- Including information in upcoming mailouts of the municipality.

## Changes to the Electronic Equipment Stewardship Regulations

Saskatchewan is considering changes to ***The Electronic Equipment Stewardship Regulations***. The Ministry of Environment completed a review of the regulations in 2023 and wants to understand how proposed changes may impact your municipality, business or organization.

We invite you to review the Ministry of Environment's **Summary of Proposed Changes** and **provide written feedback to [advocacy1@suma.org](mailto:advocacy1@suma.org) by September 3, 2024**.

Thank you for participating in the engagement process. Your feedback is appreciated and will provide insight into the ministry's proposed changes to The Electronic Equipment Stewardship Regulations.

## Legal Opinion: R v Greater Sudbury (City)

On November 10, 2023, the Supreme Court of Canada issued its decision in *R v Greater Sudbury (City)*, which discussed the **current status of municipal liability when it comes to relationships with contractors**. In this case, the City of Sudbury contracted with a construction company to complete road maintenance. Unfortunately, a piece of construction equipment on the job site fatally struck a pedestrian. There were various safety procedures and protocols which were not being followed by the contractor.

Typically, **municipalities have been able to limit or avoid liability by “contracting out” of responsibility for following and enforcing construction safety rules and regulations, by designating the contractor as the party ultimately responsible for following such governing legislation** (in Ontario, this was the *Occupational Health and Safety Act*; in Saskatchewan, it would be *The Saskatchewan Employment Act* and its *Occupational Health and Safety Regulations*).

However, in this case, the contractor *and* the City of Sudbury were both found liable for the failure to comply with governing health and safety legislation. The Court also found that the defense of due diligence may still exist for municipalities, depending on the facts of the case.

While this case has not yet been applied in Saskatchewan, it is an area of the law to monitor, as **it will change how municipalities should conduct business with contractors**. In particular, **municipalities will likely need to take a more collaborative approach with contracting companies and be more involved in ensuring health and safety procedures and rules are actually being followed**, in order to demonstrate the defense of due diligence and protect themselves from liability.

## Public Reporting on Municipal Waterworks Due September 1

**Municipalities that must submit 2023 public reporting on municipal waterworks to the Ministry of Government Relations must do so by the deadline of September 1.** Emails were sent from the Government to each of these municipalities in July 2024, along with a link to the online questionnaire and instructions for filling it out.

Amendments to the three municipal regulations ([The Municipalities Regulations](#), [The Cities Regulations](#), and [The Northern Municipalities Regulations](#)) changed some waterworks reporting requirements. Detailed information on the changes can be reviewed in the [Fact Sheet on Waterworks Provisions](#), which was also emailed to municipalities.

The waterworks data is being collected to assess sustainability and improve transparency. If you have any questions, please contact the financial management unit at the Ministry of Government Relations via email at [waterworks@gov.sk.ca](mailto:waterworks@gov.sk.ca) or phone at **306-787-8859 or 306-787-2655**.

## Building Code Regulations Revisions

This year, ***The Building Code Regulations* were published with revisions to the amendments** of the National Building Code of Canada 2020 edition located in the Appendix. These revisions harmonize the intent for application of construction codes throughout Saskatchewan. Visit the Publications Centre to access the most recent version of ***The Building Code Regulations***.

If you have any questions or concerns regarding these changes, please contact Building and Technical Standards at 306-787-4113 or [btstandards@gov.sk.ca](mailto:btstandards@gov.sk.ca).

## Amendments to Municipal Acts and Regulations

This spring, with the passing of Bill 153, the following three acts were amended:

- The Cities Act
- The Municipalities Act
- The Northern Municipalities Act, 2010

The amendments improved key areas related to assessment appeals, conducting electronic meetings and improved existing processes to ensure consistency across all three acts. Additional changes were made to the regulations for each Act and were passed through Orders in Council 365/2024, 366/2024 and 367/2024 on July 11, 2024.

To view a summary of the legislative changes, download the information bulletins below:

- Information Bulletin: [Amendments to The Cities Act and Regulations \(Bill 153\)](#)
- Information Bulletin: [Amendments to The Municipalities Act and Regulations \(Bill 153\)](#)
- Information Bulletin: [Amendments to The Northern Municipalities Act, 2010 and Regulations \(Bill 153\)](#)

When legislative changes occur, it is important to ensure you are viewing the most recent



## ADVERTISEMENTS



The advertisement features a landscape with a winding waterway through a field. The text reads: "Starting an Agricultural Water Project? Apply to receive funding today". At the bottom, it includes the Water Security Agency logo and the website "wsask.ca".

WSA helps producers to manage the flow of water to and from their land. Learn more [here](#).

## CLASSIFIEDS AND GRANTS



### Classifieds

#### Positions Available:

- Town of Cabri: *Assistant Town Foreman* (September 5)
- Town of Lampman: *Recreation Director* (September 6)
- Town of Duck Lake: *Public Works Foreman* (September 9)

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



### Grants

#### Upcoming Deadlines:

- Saskatchewan Legion: *Veteran Service Club Grant* (August 31)

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