

## High hopes for new provincial government

"Hope beats fear," Saskatchewan Party leader and premier-elect Brad Wall proclaimed repeatedly in his election acceptance speech in Swift Current on November 7. SUMA members will have high hopes for the new provincial government under Wall's direction.

Smaller communities expect to get a more sympathetic hearing on longstanding issues like high utility fees for recreational ice arenas, the burdensome 35 per cent local contribution required for hospital construction, and ever more stringent environmental regulations unaccompanied by the resources to meet them. Some might even hope for renewed consideration of alternatives to local school closures.

Cities have their own set of specific issues to pursue with the new government, including uncontrolled labour arbitration awards for police and firefighters, costly Occupational Health and Safety regulations that do not improve fire service performance and concerns about RCMP contract renewal. Larger cities also have a special interest in provincial support for inner city challenges such as affordable housing, subsidized transit and neighbourhood development. All urban municipalities share a priority interest in finally securing a commitment to long-term funding plans for Revenue Sharing (for service operations) and infrastructure renewal, based on a recognized "provincial interest" in the urban side of economic development.

The "Urban Agenda" process, which evolved into a Municipal Sector Strategic Plan (MSSP) during the last year, was supposed to produce a long-term Revenue Sharing plan by the end of October to help cover the cost of local policing, recreation and other services. This was to be quickly followed by a long-term plan for infrastructure renewal and expansion, especially local streets. But the election call interrupted the process of finalizing some policy choices.



Premier Designate and Sask Party leader Brad Wall

There will be some who fear that the change in government could mean slippage on the progress made toward long-term funding plans.

But most cities, towns and villages will be optimistic about building on gains made to date, believing that hope and good will be rewarded and indeed triumph over fears about settling for the status quo.

### Inside this issue

Premier Designate Brad Wall and the Saskatchewan Party will lead this Province's 26th Legislative Assembly. What does this mean for our cities, town's and villages? Only time will tell.

The Fall regional meetings are over. Seven towns in seven days and a hundreds of kilometres on the odometre. It's more than worth it to stay in touch with our members.

FCM is working to make brownfield remediation grants easier to access.

Convention 2008: What's on? What's happening? This year's convention will be bigger and better than ever!

SUMA is proud to announce several new Advantage Partnerships.

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## Seven towns in seven days: SUMA's regional meetings

The SUMA staff and Executive once again circled the province during the Fall 2007 edition of the SUMA Regional Meetings. From October 15 to 23 the Regional Road Crew make stops in Swift Current, Unity, Glaslyn, Nipawin, Rama, Balgonie and Odessa.

In keeping with the top issue in the country today, this set of meetings encompassed the prominent theme of Municipal Sustainability Planning. The first meeting in Swift Current saw the unveiling of SUMA's newest sustainability initiative: Planning Today for a Better Tomorrow.

Delegates heard from SUMA Policy and Strategic Partnership Advisor, Cam Baker, on the details of the initiative as well as where the

SUMA Board envisions the association's participation in the future. Also on sustainability, SUMA has dusted off old friend, Jeff Hryhoriw who has been contracted by the Federation of Canadian Municipalities to promote the FCM Green Funds. Mr. Hryhoriw gave a presentation on the merits of sustainable community planning as well as gave tips on how to access the fund.

Those in attendance also heard updates on the SUMA strategic plan progress, the Urban Agenda, Revenue Sharing, Infrastructure, the PSAB 3150 requirements, TILMA and new developments in SUMA's Corporate Services division. SUMA heard from our members on the issues that matter to them most. These include but

are certainly not limited to: the 35 per cent health levy, inaccuracies in the 2006 census, the need for landfill and regional waste funding, and an overwhelming need for building inspection services throughout the province due to an unprecedented housing boom in our communities. SUMA will continue to convey these concerns with the new Provincial Government as well as continue to press the issues with our Federal counterparts.

Provincial political representation was sparse due to the election call, however that did not prevent some candidates from taking the time to come out and listen to the concerns of the municipal sector. The regional meetings are a very useful tool that we at SUMA can

use to convey our message and needs to the Provincial Government as they allow a body for politicians to meet with several of their community leaders in one place.

Finally, several resolutions were past and will be presented to the SUMA Board at the December meeting. Expect your package of resolutions and proposed bylaw amendments in mid-December to be deliberated at the 2008 SUMA Convention in Regina. Thank you once again to those communities who hosted meetings this Fall and a special thank you to the West Central Government Committee for allowing us to attend your meeting. To those who have volunteered for 2008, SUMA's staff and Executive looks forward to touring your community in the Spring!

## Executive Director's *Voice*

The election is complete and Saskatchewan has a new provincial government. SUMA congratulates Premier Brad Wall and the Sask Party and we look forward to establishing a strong government to government working relationship with the new administration. What does a new government mean in the short term?

Clearly, the new government will present new opportunities for the Association and its members. SUMA and the previous administration had been working diligently on defining a long term, unconditional, sustainable and incremental revenue sharing agreement as part of a broader Municipal Sector Strategic Plan. The October 31 deadline for finalizing options has now passed and ideally, SUMA would like to see the Sask Party government tie up the loose ends and sign on to the agreement reached by our representatives and provincial officials. The MSSP had the potential to further reverse some of the cost-cutting measures that left the province's cities, towns and villages high and dry through the 1990s. SUMA will continue to work toward the original objectives, seeking long term unconditional revenue sharing and infrastructure funding and will work with the new government to avoid any more delays in the process. It is most encouraging that within hours of being elected, the new Premier Elect re-iterated his desire to promptly engage with the urban and rural municipal sectors to pursue these same objectives.

SUMA has made no secret about what our communities need. Through the election campaign SUMA made known that cities, towns and villages require a major increase in support for local services like policing and recreation as well as infrastructure replacement and expansion. Pending negotiations, SUMA's original expectation was at least \$40-million more a year in revenue sharing and another \$40-million more a year in infrastructure funding over the next five years. Stay tuned to your weekly Urban Update for each step along the way.

And now for something completely different...

As I am sure you have already noticed, in this copy of the Urban Voice we have placed our convention brochure. "Strength Through Diversity," is our theme for 2008 and I couldn't think of a better slogan given the strength of Saskatchewan's economy this year. Global exports are rising at an unprecedented level and people from across Canada are moving to Saskatchewan. The chief beneficiaries of this boom are urban municipalities and this is what we will celebrate during 2008's convention. We are excited to announce Mark MacLeod and Chief Clarence Louie as our keynote speakers this year. Mr. MacLeod is a very successful businessman and strategic thinker from Saskatchewan. He has served as an advisor to the Prime Minister and authored several papers predicting Saskatchewan's rise on the international stage.

Chief Louie has been on Maclean's magazines 2003 list of "People to Watch" and has been described as Canada's most successful First Nation's chief. His hands-on approach has helped turn B.C.'s Osoyoos Indian Band into a business juggernaut. The 450 member large band manages businesses with annual budgets of more than \$17 million dollars and administers its own health, social, educational and municipal services.

It just so happens that this year's conference takes place over the Super Bowl weekend. But don't worry, we have it covered. Join us for a SUMA first: The Ultimate Tailgate Party takes place on Sunday after the Concurrent Sessions. Watch the game, eat, drink and be merry!

**Laurent Mougeot, MCIP**

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## President's *Voice*

It's certainly been an exciting couple of months since I last wrote to you in this column. As I'm sure you can guess, our shop at SUMA has been a tad more than preoccupied with the Provincial election since the beginning of October.

Your SUMA Executive did everything short of banging our shoes on the table to ensure that the issues that matter to your communities got the attention they deserved. You would have seen our positions highlighted in the news on TV, in the paper or heard them on the radio.

I'm pleased to say that we got the attention of the media, and more importantly, the folks that were running for office. That certainly hasn't finished the job, however, as we now have to pick up where we left off in our mission to finally achieve that long-term, sustainable, and predictable revenue sharing program as well as an adequate infrastructure program.

I've already conveyed my congratulations to Saskatchewan's new Premier, Mr. Brad Wall, and indicated to him that I am anxious to pick up where we left off with the previous administration in our Urban Agenda deliberations.

As I've mentioned before, I believe we're closer than we've ever been to getting that formula in place and the new Premier has shown every indication that he is willing to accommodate the needs of the municipal sector.

On the Federal front, myself and Vice President Fred Clipsham went off to Ottawa in the middle of October to meet with the members of the Saskatchewan Conservative Caucus. We discussed the issues surrounding delays in getting the details of the Building Canada Fund, our concerns with the 2006 census numbers, the need for a true national highways program and several other issues.

It was a frank and open discussion and we look forward to more meetings with our representatives in Ottawa in the near future when we embark on "Advocacy Days" with other colleagues from across Canada through the Federation of Canadian Municipalities.

We also wrapped up our Fall Regional Meetings where we heard your issues and had the opportunity to once again reconnect with you and your communities. I'd like to take this chance to thank Swift Current, Unity, Glaslyn, Nipawin, Rama, Odessa and Balgonie for their hospitality in hosting members of our Executive and staff. Without your help, these meetings wouldn't be possible and each and every one of you did a wonderful job in accommodating our needs. I look forward to seeing you all again soon at our Convention in Regina.

This is without question a time of change in our beautiful province. The leaves have all gone, the fields are bare, and as I write this, a 100 kilometer wind is cutting through my backyard that is bringing with it that icy white stuff we all dread. With a change in the season comes a change in the way we go about our daily lives.

The unfamiliarity is a bit unsettling at first, but soon we learn to adapt and after a short time, we once again thrive. Much like the seasons, change in our political climate is inevitable. With that change comes a similar level of unfamiliarity, but it also opens whole new world of opportunity.

The changes we've seen in the past two months will indeed bring some uncertainty, but I've always found that by embracing change and adapting quickly, you will always achieve your goals. Have a safe and enjoyable holiday season with your family and friends and I look forward to seeing you soon.

**SUMA President Allan Earle**

### Estevan is told to "Flick Off"

The city of Estevan, has won the right to host a national music festival to raise awareness of climate change. The city of 10,000 had the most entries per capita to a web-based contest that encouraged people to calculate their greenhouse gas emissions and take action to reduce them. The festival was announced by colourful Virgin Group CEO Richard Branson. For more see the next issue of the Urban Voice.

# Leaner and greener infrastructure at your fingertips

By Jeff Hryhoriw  
Zapwell Communications Group,  
FCM Regional Facilitators

As a former SUMA policy analyst, it was a real treat for me to attend the recent round of fall regional meetings and deliver a presentation on the FCM Green Municipal Fund. The consulting firm in which I'm a partner, Zapwell Communications Group, has been contracted by FCM to serve as its Saskatchewan Regional Facilitators for the GMF, a task which I hope will enable me to reconnect with old friends from municipal governments all over the province.

A very noticeable change between this set of meetings and the last ones I attended in 2003 was the tremendous optimism over the growth occurring in communities across Saskatchewan, both large and small. It seemed that every municipal leader had a story to tell about the influx of new people and new businesses moving into his or her municipality. What a refreshing difference from just a few years ago!

But no matter how much things change, they also seem to stay the same. Take municipal infrastructure challenges as an example. The concerns over the capital needs of our communities that were ever-present when I worked for SUMA have not subsided one bit – in fact, they have only been intensified by the newfound growth Saskatchewan cities, towns and villages are now experiencing.

So what is a municipality to do?

One solution may be found in how we design and build our infrastructure – and it's here that FCM might be able to help. Through its Centre for Sustainable Community Development, FCM delivers the Green

## RE-DEFINING BROWNFIELDS

Municipal Fund to municipalities across Canada.

The GMF offers grants and low-interest loans for innovative infrastructure projects aimed at improving air, water and soil quality, and addressing climate change. Funding is allocated to capital projects in six areas of municipal activity: water, waste, transportation, energy, brownfields, and planning.

The program provides assistance for feasibility studies, fields tests and community plans, as well as capital funding for actual project construction. It's open to all Canadian municipalities, including those who aren't members of FCM.

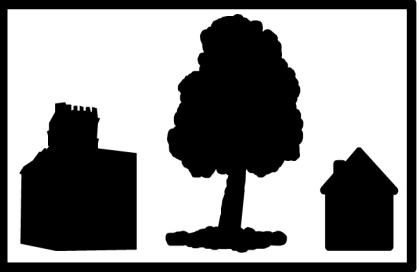
The goal of the Green Fund is to help municipal leaders undertake infrastructure projects that improve the long-term environmental sustainability of their communities. But the really good news is that for municipalities, sustainable development often pays for itself.

That's because the very same actions that are good for the environment are also good for the municipal pocketbook. Think about it – less waste and more recycling means a longer lifespan for your landfill. A hockey rink that reuses waste heat to warm incoming air ventilation means lower energy bills. Treating wastewater through natural means like constructed wetlands means huge savings in facility and processing costs for

your taxpayers. Think these are pie-in-the-sky ideas? You might be surprised to learn that they are all real-life examples of projects undertaken by municipalities right here in Saskatchewan with funding assistance from the FCM Green Fund.

So what have you got to lose? Your council has a marvelous opportunity to develop infrastructure that lasts longer, costs less to operate, improves service delivery, makes your community more attractive to residents – and is terrific for the environment!

Why don't you check it out for yourself? I invite all administrators and council members to go online and visit the FCM Centre for Sustainable Community Develop-



ment website at [www.sustainablecommunities.fcm.ca](http://www.sustainablecommunities.fcm.ca). In addition to managing the Green Fund, the Centre offers a range of other resources, expertise and support services to help municipal leaders plan and undertake sustainable development projects.

Spend 10 minutes surfing around. See what assistance is available to your community. Then put the item on your next council meeting agenda. Go around the table and discuss how your community might be able to benefit from the support offered by FCM. If you've got any questions, we're here to help, and so is FCM.

The path to leaner and greener infrastructure might very well be at your fingertips!



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## Focused on community growth?

Learn more about Municipal Cultural Planning at the 2008 SUMA Conference.

Dr. Greg Baeker, a senior consultant with AuthentiCity, an urban policy practice, will share experiences with municipal cultural planning and how it can work for Saskatchewan communities.

For more information on building creative communities, visit [www.saskculture.sk.ca](http://www.saskculture.sk.ca) or call (306)780-9284.

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## Do You Have All the Information You Need to be Compliant With PS 3150?

You know that you have to implement PSAB PS 3150 but do you know how to do it?

Local governments are required to be compliant with PS 3150 on their 2009 Financial Statements, but there is a great deal of uncertainty surrounding the process.

Some common questions include:

- How can you achieve cooperation from council and from other departments?
- What should be included in an inventory of assets?
- What is a reasonable way to value as-

sets, especially when historical records don't exist?

- How can PS 3150 be used for asset management purposes in the future?
- What are auditors expecting from PS 3150?
- How should you prepare your financial statements to reflect the new system?
- Where are other municipalities in the implementation process?

In order to provide answers to these questions, The Canadian Institute has developed the Tangible Capital Assets Conference, to be held on January 28 and 29 in Toronto. Using practical examples and

case studies, experts from across Canada will discuss the specifics of how you can implement PS 3150 at your municipality. Delegates will gather cutting-edge information they can apply to their Tangible Capital Assets process.

Plus, don't miss our exciting post-conference workshop which will bring together both the municipal finance and public works communities to explore how to develop asset management systems that meets the needs of both groups. Register now, by calling: Toll-free 1-877-927-7936 or in Toronto 416-927-7936 or online at [www.canadianinstitute.com/TCA](http://www.canadianinstitute.com/TCA)

## UMAAS: What you know and what are you worth?

By Richard Dolezsar, RMA  
Executive Director, UMAAS

As we approach next year's salary negotiations there are a couple of questions a lot of Council members are probably going to be struggling with over the months ahead. What is the value of the Administrator or Management Team? It's a question our Executive group has pondered this fall as they wrestled

with the UMAAS Salary Guideline. Sure, we could do another Salary Survey and work the numbers and averages to rationalize and justify our current Guideline again, but a lot of things are happening in the marketplace that deserve a second look.

We've all heard of the huge forecast of retirements of urban and rural administrators in the next

6 to 8 years but now we've also already seen a shortage of qualified applicants for many job openings even in some of the larger centers. It looks like the future is already here. Also we've all seen and heard of the current six figure salaries in health and education even in middle management positions. Sure the budgets are bigger and some positions are specialized, but who really has a broader base of public responsibilities than a Municipal Administrator?

Just for an additional thorn, our offices collect all the education property tax in the Province and it's over 60 per cent of the tax bill in the majority of cases.

After a good deal of thought I personally came up with a new theory. Maybe Administrators should take credit for what we do, the skills we have and what we know. How about letting Councils and the public know what that is. Here's a list:

- Managerial capability
- Leadership
- Accounting, budgeting and financial management
- Legal/Legislative knowledge
- Risk analysis
- Oral and written communication
- Human Resources
- Capacity to research and analyze
- Public relations
- Knowledge of Building and Fire Codes
- Knowledge of street/road construction & maintenance
- Ability to coordinate & manage

- construction projects
- Knowledge of water and sewer utility operations
- ISC Land Titles System
- Environmental laws
- Economic development and promotion skills
- Operation of recreation facilities
- Labor Standards
- Occupational Health & Safety Regulations
- Team Building
- Technologically proficient
- computer hardware & software
- Tax enforcement and other collections
- Politically astute and able to work under council environment
- Municipal elections
- Planning and Development
- Zoning subdivisions
- Assessment & Tax Rolls
- Grant programs and funding applications
- Senior Government liaison
- Local Improvement procedures

Two thoughts came to mind as I listed the multitude of tasks, skills and projects that I've been involved with. The first thought was that I was extremely proud and the second was that anybody you show that list to will know it's worth a lot.

Maintaining competent and trained Administrative staff is an investment in your municipality's future. So at the end of the day I'm satisfied that, although surveys and comparisons are necessary and important, if anyone is in doubt about your value as an administrator, just show them your list.

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# What's happening this year at SUMA's convention?

Workshops, Education Sessions, Information Sessions, Forums, Tradeshow, Awards, Socializing and Entertainment: All part of Convention 2008

SUMA's annual Convention is the largest, and in many ways, the most important event hosted by the association each year. Convention allows members to get together with their colleagues to discuss and make decisions affecting the direction of the association, to meet with provincial government Ministers and representatives, and to have some fun.

Convention 2008 will provide you with information about best practices, new technologies and new concepts for your consideration. The theme "Strength Through Diversity" will challenge you to explore new approaches to providing leadership in your communities.

With the exception of the Hospitality Night at the Regina Inn, hosted by the SUMA Board of Directors on Monday evening, all events will be at the Queensbury Convention Centre. For a detailed agenda and to register, consult the Convention 2008 brochure in this edition of the Urban Voice, call 306-525-3727 or go to [www.suma.org](http://www.suma.org) and click on "2008" under the "Convention" menu item.

**Municipal Employee Workshop**  
On Monday, February 4th in the afternoon and Tuesday, February 5th SUMA and the Department of Fisheries and Oceans Canada will co-host: "All the dirt on Soil Erosion," a sediment and erosion control workshop aimed at municipal employees, developers, contractors and project managers. This workshop will focus on the concerns in urban construction. More information is provided in the Convention 2008 brochure.

**Sunday Education Sessions**  
Sunday afternoon features eight education sessions in two 90-minute time blocks. From 1 p.m. to 2:30 p.m. choose from:

- Recruiting and Retaining Doctors in Your Community
- Managing Municipal Risk
- How to Hire a Building Official
- The Waste Water System Assessment Process - A Case Study Review
- The Facts on Tire Recycling

From 3 p.m. to 4:30 p.m. choose from four additional important topics:

- Managing Employer/Employee Conflict
- Effective Community Fundraising
- The Sustainability Tool Kit
- Not your Old English Teacher - Plain language writing for government and industry
- Are you staffed for the Fu-

ture? Succession Planning for Municipalities

There will be more information on these sessions as well as the "sector specific" sessions provided in the Urban Update in coming months. Be sure to watch for them!

**Convention Forums**  
Convention 2008 offers insight into Municipal Cultural Planning. Dr. Greg Baeker will provide expert advice on why a community should consider municipal cultural planning, as well as offer steps to begin the process including developing a vision, exploring a form of governance and strategies to consider.

## Monday, February 4

9 a.m.....Official Opening  
9:30 a.m.....Premier's Address  
11 a.m.....Keynote Address - Mark McLeod  
Noon - 5 p.m.....Municipal Employee's Workshop - Sediment Erosion Control  
1 p.m.....Forum - Municipal Cultural Planning  
2:15 p.m.....Sector Specific Education Sessions  
3:30 - 5 p.m.....Sector Meetings  
8 p.m.....Board Hosted Hospitality Night

## Tuesday, February 7

8:30 a.m.....Sector Reports

9:30 a.m.....Minister of Government Relations  
11 a.m.....Resolutions - Part 1  
1:30 p.m.....Keynote Address - Chief Clarence Louie  
2:45 p.m.....AGM  
3:15 p.m.....Resolutions - Part 2  
7p.m.....President's Banquet  
**Wed., February 6**  
9 a.m.....Dialogue with Ministers  
10:30 - Noon.....Bear Pit with Cabinet  
Adjourn

## Social Activities

Sunday, Feb. 3: 8 p.m. - Ultimate Tail Gate Party  
Monday, Feb 4: 8 p.m. - SUMA Board of Directors Hospitality Night  
Tuesday, Feb. 5: 7 p.m. - President's Banquet and Awards Ceremony

## Partner's Program

While you are attending the SUMA convention, your partner is welcome to register for the Partners' Program. This year we have an exciting program planned with a visit to the newly constructed RCMP Heritage Centre, an interior designer guest speaker, gaming and tour at Casino Regina and a chance to learn from the some of the finest Chefs in Regina! Enclosed in this edition of the Urban Voice is a registration form outlining the details of this 2 day event.

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# What municipalities should know about their vocational trucks

*This article was written to enlighten purchasers about our multi-stage manufacturing process, how it works and what precautions they might take when purchasing a new vocational truck.*

**By Stan Delaney**  
Canadian Transportation Equipment Association

## Vocational trucks built in Canada are a product of a multi-stage manufacturing process

The following excerpt from a Today's Trucking article summarizes this process:

"Walk around an auto plant and you'll see robot arms flailing and sparks flying as various pieces of metal come together to give shape to a car. Inside a heavy-truck assembly plant it's a very different atmosphere. Teams of real people build each vehicle by hand as it moves down the line. Yet even when a truck leaves the plant it may not be ready for delivery to the customer.

"It's often passed along to an "up-fitter" who installs the custom components many original equipment manufacturers won't touch: special production options like bodies, axles, extended cabs, and specialized accessories. Presented with little more than a cab and frame rails, they add whatever is necessary to finish the vehicle and prep it for service.

"You have at least two parties working to create the final product, plus the dealer who helped spec the truck in the first place. In Canada, at least, this method of assembly leaves doubt about who is ultimately responsible for making sure a new truck meets motor vehicle safety standards at the time it's ready to be licensed."

("Work the Body" by Howard Elm-

er, Today's Trucking, April 1, 2002)

Purchasers of a new vocational truck should know who makes subsequent modifications to meet their needs. They should also be able to determine whether these partners have delivered a safe, reliable and productive vehicle. Should you assume that the other parties in this process can or will address these important issues for you? Do you assume any responsibility if they don't?

## Canada's Motor Vehicle Safety Standards

The Motor Vehicle Safety Act (Act) was passed in Parliament in 1971 to regulate the manufacture and importation of motor vehicles to reduce the risk of death, injury and damage to property or the environment. It applies to importers of new and used vehicles into Canada and manufacturers of new vehicles that are offered for sale in Canada.

The regulations enabled by the Act are referred to as the Canada Motor Vehicle Safety Standards (CMVSS). They apply to all vehicles designed to operate on the public roads, from motorcycles and snowmobiles through to trucks, trailers and busses. These regulations are based on standard engineering practices.

They are the minimum safety standards that all road vehicles must comply with to provide a safe operating environment for the public. It is unlawful to manufacture a vehicle for sale in Canada unless it complies with all the applicable

regulations under the Motor Vehicle Safety Act. All Canadian companies involved in the manufacture of new vehicles for sale in Canada need to apply for a National Safety Mark (NSM). "Manufacture" is defined in the Act as "...in relation to a vehicle, includes any process of assembling or altering the vehicle prior to its sale to the first retail purchaser".

## Vehicle Overloading

Transport Canada had to re-examine this multi-stage manufacturing process in the mid-1990s. Until then Transport Canada had relied on voluntary action to address the issue of vehicle overloading. Since that approach had failed Transport Canada published a proposed amendment to the Motor Vehicle Safety Regulations in October 1995.

The overloading of altered vehicles and vehicles built in multiple stages occurred when the gross vehicle weight rating (GVWR) set by the original equipment manufacturer (OEM) was exceeded by a subsequent-stage manufacturer or when the vehicle had insufficient cargo-carrying capacity. Axles were sometimes added or the capacity of the suspension system and tires was sometimes increased.

Other important loadbearing components, such as the frame, bearings, engine, drive train, and steering system, were not being upgraded as well. There was also no requirement in the Regulations for intermediate- and final-stage manufacturers to provide sufficient cargo-carrying capacity for a vehicle's intended use.

The problem of insufficient cargo-carrying capacity was encountered most frequently with motor homes, converted vans, campers, ambulances, and school buses. Affected vehicles could experience poor handling, brake inefficiencies, and the premature wear of suspension and steering components. The failure of a key component could cause a loss of control and possible crash. This amendment became effective April 1, 1999

## Incomplete Vehicles

In September 1999 Transport Canada published another series of proposed Amendments to the Motor Vehicle Safety Regulations. These changes focused on Incomplete Vehicles specifically and were required to address the following issues:

- no requirement for instructions to be provided by the initial-stage vehicle manufacturer on how to complete the vehicle so that it will conform to the applicable safety standards;
- no requirement for an intermediate manufacturer to inform the next manufacturer of the changes made at that stage;
- no distinction was made between the responsibilities of intermediate and final stage manufacturers;

- mechanisms were lacking for identifying the intermediate manufacturers, and the operations they had performed; and
- mechanisms were also lacking for ensuring that vehicles tested at a previous manufacturing stage and found compliant did not have to be retested.

Beginning in 1999 Transport Canada began to prepare those involved in the multi-stage manufacturing process for the impending changes. In April Transport Canada issued a Road Safety Bulletin to truck dealerships informing them of their responsibilities under the Motor Vehicle Safety Act and Regulations. The following is an excerpt from that Bulletin:

"Transport Canada has been receiving information indicating that truck dealers are performing modifications to new trucks prior to their first retail sale. This bulletin explains the responsibilities associated with the manufacturing of vehicles in Canada.

The Act defines manufacture as: "... in relation to a vehicle, includes any process of assembling or altering the vehicle prior to its sale to the first retail purchaser ...

"Therefore, a person engaged in the business of altering a vehicle other than by the addition, substitution or removal of readily attachable components such as mirrors or tire and rim assemblies, or by minor finishing operations, is subject to the requirements of the Act and regulations. Dealers involved in this activity are considered by the legislation to be intermediate and/or final stage manufacturers (herein referred to as "manufacturers").

"These manufacturers are responsible for the following:

- 1) Consulting with the OEM to determine if the desired modifications may be performed;
- 2) Determining what CMVSS are affected by the modifications performed by the manufacturer and whether the original OEM certification is still valid for the CMVSS affected by these modifications;
- 3) Conducting the required testing necessary to certify the modified vehicle to the applicable CMVSS affected by the manufacturer's modifications including re-testing where the original OEM's certification tests are no longer valid as a result of these modifications. Any dealer currently performing modifications to new vehicles without the proper certification capabilities are producing unlawful vehicles and are subject to the penalties in section 17 of the Act.

"A second stage manufacturer must certify the work performed on the vehicle as well as any modifications that affects the compliance originally certified by the chassis manufacturer.

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Note that this has always been a requirement. It is illegal to sell vehicles unless they have been tested and certified to comply with all applicable CMVSS."

The amendments to the Motor Vehicle Safety Regulations focused on Incomplete Vehicles became law in February 2003. What specific provisions must a manufacturer address under the new rules? Manufacturers in the past were expected to be able to ensure that the following issues are covered. Under the new rules manufacturers are required to demonstrate that these issues were covered when they apply for their National Safety Mark. And those who had already received an NSM for upfitting trucks were required to re-apply to Transport Canada to prove they could comply with these requirements: Payload analysis and weight distribution calculations are necessary to determine if the selected incomplete vehicle chassis, when completed for its final stage, is satisfactory for the intended application and load to be carried. This analysis proves that the vehicle is designed so that its gross axle weight ratings (GAWR) and gross vehicle weight ratings (GVWR) will not be exceeded when loaded.

A center of gravity calculation is required to prove that the vehicles braking system, once the vehicle is completed, will remain in compliance with the OEM's brake certification statements contained in the chassis' incomplete vehicle document (IVD). A typical certification statement found in the majority of IVDs will read as follows: "This vehicle will conform to CMVSS 121 provided the vertical center of gravity of the completed vehicle is below 70 inches when measured from the road surface."

A brake timing test is necessary when a company makes any

changes to the air brake system in the process of completing a vehicle, they will need to verify that the completed vehicle still meets the timing requirements of CMVSS (TSD) 121. Examples of modifications that may alter timing include (but are not limited to): increasing wheelbase, relocating air reservoirs or valves, and adding axles. CMVSS 121 requires vehicles, when loaded up to their maximum weight (GVWR), will stop within mandated distances. Why is this important to municipalities when buying new vehicles? The following are possible consequences end users could experience:

- denial of insurance in accident claims if the vehicle is not CMVSS compliant
- failure of annual safety inspection if required final stage label is missing from a vehicle (as of a September 1, 2006 National Safety Code amendment). Labels can only be applied by TC registered manufacturers
- potential health & safety hazard to employees using the vehicle
- potential safety hazard for citizens sharing public roads with the vehicle
- if vehicle is subject to a recall, a temporary loss until repairs are completed or loss of use if vehicle can not be safely repaired
- stopping distance can be impaired if air brake system was taken out of compliance and not retested to verify the standard has been restored
- unauthorized modifications can void warranties
- poorly designed/overloaded vehicles can void warranties, increase maintenance and operating costs, shorten the vehicles life cycle and affect productivity (often this results from using the wrong chassis or modifying the wrong chassis to get it to work)
- overloading is a serious safety hazard that can cause poor handling, brake inefficiencies, and the premature wear of suspension, tires and steering components.

Your primary concern should be to determine whether every "manufacturer" who participates in upfitting your vehicle is certified with Transport Canada to perform the work they did. If they lack such certification they are likely to be unaware of the issues described in this document. You could take possession of an unsafe vehicle.

**How could municipalities respond?**

The CTEA offers the following suggestions. Amend your tendering procedures. Restrict consideration of future bids only to manufacturers that provide evidence that they are registered with Transport Canada for the modifications required. Review your records. Create a list of all manufacturers who were awarded contracts in the past and those who participated in past competitions.

**Where do we get information about registered manufacturers?**

Transport Canada has an online database where you can look for that information. If you want to verify whether a vehicle manufacturer is registered with Transport Canada, and what modifications they are authorized to perform, follow this link: <http://www.tc.gc.ca/roadsafety/importation/vmrtc/menu.htm>

*If you have any questions please contact the CTEA at 519-631-0414. Please note: The CTEA has created a page on our web site for municipalities: <http://www.ctea.ca/municipal.htm>. It contains the documents quoted in this article and other related material (such as the application forms truck up-fitters must use to register with Transport Canada).*

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Kal Tire covers a market that includes British Columbia, Alberta, Yukon, Northwest Territories, Saskatchewan, Manitoba, and Northern Ontario, parts of Southern Ontario and Quebec. Kal Tire sells and services Bridgestone, Firestone, Michelin, Yokohama, Kumho, Nokian, as well as retreading of commercial tires, off road and grader. Kal Tire is Canada's largest retreader of truck tires using the quality Bandag process.

Kal Tire welcomes SUMA and its members as a new strategic partner of Kal Tire. John Huthersall Corporate account manager for Saskatchewan and Manitoba would like to thank Shantel Lipp and her team for supporting Kal Tire on this new endeavor. Kal Tire has 25 locations in Saskatchewan. For the Kal Tire

that is nearest you; visit [www.suma.org](http://www.suma.org) and look for the Kal Tire link or [www.kaltire.com](http://www.kaltire.com) and browse the locations icon. When you call, identify yourself as a SUMA member and one of our helpful staff will assist you in answering any questions.

## Eco Solutions

Eco Solutions, a leader in Environment Safe Granular and Liquid De-Icers is extremely pleased to become a new strategic partner with the Saskatchewan Urban Municipalities Association. At Eco Solutions we believe in customer service. That includes product training and service for our environment safe organic granular and liquid de-icers, organic fertilizers and lawn care products as well as organic dust control and much more. Eco Solutions is offering all SUMA Members the very best environment safe products at our lowest possible price with an additional SUMA Discount of 8 per cent (not including freight).

We follow that up with personal service and solutions to make your work easier, more effective, and give you a great return on your environmental investment. For more information on our products and services please see our website at [www.eco-solutions.net](http://www.eco-solutions.net) or give us a call toll free at 1-877-ECO-SOLU (326-7658) at our Winnipeg Office. We look forward to hearing from you and assisting all SUMA members in every way possible.

## Workplace Safety Group

Workplace Safety Group is pleased to become the "Advantage Supplier" and partner with the Saskatchewan Urban Municipalities Associa-

tion to provide high quality Health & Safety training programs that meet the needs of urban municipalities. By partnering with SUMA, Workplace Safety Group will strive to make members more Health and Safety conscious and provide up-to-date training programs with the outcome of having safer employers.

Ken Hicks is president of Workplace Safety Group and is originally from Saskatchewan. He has lived and worked in every province and territory in Canada, bringing over 42 years of involvement in Health & Safety to his client and sharing his vast experience in the development of programs and his passion for the safety of others.

Workplace Safety Group will assure the following benefits to SUMA members:

- Accountability in which Workplace Safety Group provides administrative reports, tracking health & safety training activities of individuals municipalities
- Accessibility to Health & Safety consultants and trainers within Saskatchewan
- Tradeshow participation in Saskatoon in February, 2008
- Preferred Pricing

Workplace Safety Group is here for you. As our maxim states: "we are your health and safety partner." Take advantage of our program offerings and use our website at [www.workplacesafetygroup.com](http://www.workplacesafetygroup.com) as a tool to access leading edge and innovative health and safety news, new products and updated legislative changes.

## Building communities through arts and heritage

Are there any local organizations/groups in your municipality planning an event or activity that is open and accessible to the public and strongly encourages and promotes the participation of everyone in their community?

If so, they may be eligible for funding under the Government of Canada's new Building Com-

munities Through Arts and Heritage Program. This program was created to support local arts and heritage festivals and events, and to engage Canadians in their communities through the expression, celebration and preservation of local culture.

Eligible events and activities must be local - created by and for your

community. They must be open and accessible to the public and strongly encourage and promote the participation of everyone in your community.

All applicants must provide written confirmation of support (financial or in-kind) from their municipal government or equivalent authority and must include the value of

this support in their project budget.

The next deadline to apply for funding for celebrations and events occurring in 2008 is January 14, 2008. For more information on eligibility, applications and future deadlines, go to [www.pch.gc.ca/communities](http://www.pch.gc.ca/communities) or call 1-800-661-0585.

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