

Policy Bulletin

October 2019

October 1, 2019

INFORMATION: Harassment Prevention Policy Template

The Harassment Prevention Policy Template was developed by the Saskatchewan Urban Municipalities Association (SUMA) and SARM to help municipalities foster a harassment free workplace.

Employers are required to keep their employees safe and ensure that any work-related setting (including workplaces, conferences, travel events, and social events) is harassment free. This template is to help municipalities develop a policy to respond appropriately and promptly to any allegations of harassment that arise.

Key aspects of the policy template include:

- examples of harassment and guidelines concerning what is, and is not, acceptable in the workplace.
- or interim measures to allow flexible and immediate solutions to address harassment or alleged harassment.
- wording to remove stigmas and encourage a cultural shift in all workplaces.
- Flexible procedures designed to allow for variation from standard procedures.
- considerations in how The Local Authority Freedom of Information and Protection of Privacy Act applies to handling allegations and investigations.
- Application to members of the public, visitors, and individuals conducting business with the municipality while attending the municipal workplace.

Each municipality should review the template and revise it to fit their specific needs and consult a legal professional for specific advice as necessary. Please note that each municipality may have special considerations that will need to be addressed, such as unionized workplaces with applicable collective agreement provisions. It is important to also provide ongoing instruction and training on the use and contents of any policy, and review on an annual basis.

The template can be found on the SARM website under Resources> Guides and Manuals.

[View template](#)

INFORMATION: Applications Open for Landfill Environmental Site Assessment Program

The funding program designed to support municipalities conducting Environmental Site Assessments for closed or closing landfills is now accepting applications.

The Landfill Environmental Site Assessment (LESA) Program, a partnership between SUMA and Ministry of Environment, is accepting applications from urban, rural, and northern municipalities in Saskatchewan who have applied to the Ministry's Environmental Protection Branch to close their municipal landfill.

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[More info](#)

[Program Guidelines](#)

[Application](#)

INFORMATION: Waste Reduction Week

To learn more about Waste Reduction Week and how your municipality can take part, visit the Waste Reduction Week website. You'll find information about Waste Reduction Week and learn how municipalities throughout Saskatchewan and Canada are participating.

[Visit site](#)

INFORMATION: Key Wildlife Management Zones Targeted for CWD Testing

The Ministry of Environment in partnership with the Saskatchewan Wildlife Federation is strongly urging hunters in wildlife management zones (WMZs) 9, 10, 2W, 35 and 37 to submit all mule deer and white-tailed deer heads for testing. Long-term monitoring sites are being established in these zones to obtain more information about the presence and spread of the disease in certain areas of the province. The ministry is also looking for submissions in the boreal transition zone to help evaluate CWD risk to caribou (WMZs 43, 47, 48, 49, 50, 53, 54, 55, 56, 57 and 67). More information can be found [here](#).

INFORMATION: Our Voice our Province Event

A one-day event on October 19th to bring people together to have a conversation about women in local politics. The day will be filled with women in leadership sharing their stories, what inspired them, how they overcame challenges, and the important and unique roles they play in changing their communities. More information can be found [here](#).

INFORMATION: Saskatchewan Minimum Wage Increase

The minimum wage in Saskatchewan will increase from \$11.06 an hour to \$11.32 an hour on October 1, 2019. The increase was calculated based on an indexation formula the province has used since 2011. Saskatchewan's legislation provides for an annual review based on changes to the Consumer Price Index and the average hourly wage for the previous year.

INFORMATION: Veterinary Technologist Week

The Saskatchewan Association of Veterinary Technologists (SAVT) is celebrating National Veterinary Technologist Week October 13-19. There are currently over 530 registered Vet Techs in Saskatchewan who play an important role in Veterinary Medicine and rural Saskatchewan. For more information (www.savt.ca)

INFORMATION: Saskatchewan Research Council – Aquatic Toxicology

Aquatic toxicology is the study of the adverse effects of human-made materials (e.g., chemicals) on aquatic organisms. It's a relatively new scientific field, but researchers are making progress on how it can be applied to environmental protection.

At SRC Environmental Analytical Laboratories' Aquatic Toxicology Laboratory, experts conduct aquatic toxicity tests to evaluate the effect of mine effluents, municipal wastewater discharges

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and chemical products on aquatic organisms.

These tests provide industry and municipalities with quantitative and qualitative data that can be used for reporting requirements and to make operational decisions.

For more information, see the [full post](#) on the Saskatchewan Research Council's blog.

October 8, 2019

INFORMATION: " Access to Information" – Resources for Municipalities

Knowing how to respond to access to information requests can sometimes be a challenge. The Local Authority Freedom of Information and Protection of Privacy Act (LAFOIP) governs what records should be and should not be released, it gives some directions on the process to be used, but it doesn't give all the directions on the process. The best way to supplement the procedures in LAFOIP, is to have a council develop a policy that sets out the process it expects an administrator or manager and all employees would use in responding to an access request. To help facilitate this, the Office of the Saskatchewan Information and Privacy Commissioner has developed a sample policy tailored for smaller organizations.

[More information](#)

[More resources](#)

INFORMATION: Saskatchewan Celebrates Agriculture Month

Agriculture Month is an opportunity to recognize the contributions of the agriculture industry to our province and to increase consumer understanding of and trust in modern food production. Everyone is encouraged to celebrate by exploring their connection to food and food production through the theme, "Our Food Has a Story."

For a full list of Agriculture Month events or to learn how you can take part, visit www.OurFoodHasAStory.ca

INFORMATION: Ten Minute Trainers

Module two of Government Relations "10-Minute Trainers" is now available. The second module explores the roles and responsibilities of municipal administrators and council members. The module provides an opportunity to discuss what the different roles and responsibilities look like in your municipality and what problems may arise when these roles and responsibilities are not clear.

To access this training or other training for municipal administrators and council, click [here](#).

INFORMATION: Rail Safety Improvement Program – Infrastructure, Technology and Research (RSIP-ITR_ Funding

The ITR component of the Rail Safety Improvement Program (RSIP) (<https://www.tc.gc.ca/en/programs-policies/programs/rail-safety-improvement-program.html>) funds rail safety improvements that support measures to improve public safety at rail property

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and rail lines (both federally and provincially regulated).

Funding is also available for research as well as testing and development of technologies that can enhance the safety of rail lines (both federally and provincially regulated).

More information on eligibility can be found [here](#).

The deadline to apply is August 1, 2020.

October 15, 2019

INFORMATION: FCM Women in Local Government Scholarships

FCM offers awards and scholarships to outstanding women in the field of municipal politics. The scholarships are for women in secondary school, CEGEP and university to encourage students in their studies of women in politics, as well as their community involvement. More information on applying can be found [here](#).

INFORMATION: Asset Management Workshops

Interested in learning more about asset management and how you can help your municipality make smart infrastructure investments decisions? FCM asset management webinar or workshop are available in Saskatchewan:

NAMS 3-Day Asset Management Training Workshops

Workshop

Cost: \$499

October 22-24, 2019: Regina

Offered by Asset Management Saskatchewan

Available in English only

[**Register today**](#)

The Building Blocks of the Asset Management Process

Webinar series

Cost: Free

November 18, 2019: Level of Service

November 20, 2019: Risk

November 25, 2019: Long term Financial Planning

Offered by Asset Management Saskatchewan

Available in English only

[**Register today**](#)

INFORMATION: Federal Election Hub

SARM continues to champion the interests of members and highlight rural issues. We've reached out to all parties to emphasize the importance of agricultural and rural municipal needs. Each party platform touches on issues of importance to SARM members, infrastructure, broadband, climate change, crime and agricultural issues. Check out candidate and party responses in the

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Federal Election Hub.

[Visit Hub](#)

Make sure to check out [SARMs Twitter](#) to see video responses to each party's platform.

INFORMATION: SARM Meetings

SARM President Ray Orb met with Marlo Pritchard, President of the Saskatchewan Public Safety Agency on October 7th.

The SARM Agriculture and Environment Standing Committee met on October 4th, 2019.

INFORMATION: Our Voice Our Province Event

A one-day event on October 19th to bring people together to have a conversation about women in local politics. The day will be filled with women in leadership sharing their stories, what inspired them, how they overcame challenges, and the important and unique roles they play in changing their communities. Our own Vice-President Carmen Sterling will be taking part in sharing her story with attendees.

More information can be found [here](#).

October 22, 2019

INFORMATION: SARM Midterm Convention Rural Crime Prevention Panel

The [2019 Midterm Convention](#) will feature a Public Safety Panel with representatives from the RCMP and Ministry of Corrections and Policing. At this time, we would like to collect questions from RMs regarding rural crime, policing or the Community Safety Officer program. These questions will be used to inform the panel format. Please send your questions to Libbey Morin at lmorin@sarm.ca.

INFORMATION: Provincial Farm Stress Line

Farmers and ranchers who endure high levels of stress may find that it has negatively affected their health and has reduced their quality of life. The Farm Stress Line can help if you are managing farm difficulties by providing support for farmers and ranchers. Calls to the Farm Stress Line are answered by Mobile Crisis Services, a non-profit, community based agency providing crisis intervention services in Saskatchewan since 1974.

[More info](#)

Toll Free: 1-800-667-4442

INFORMATION: Legalization of Cannabis Edibles, Extracts and Topicals

On October 17th the Federal Government legalized the sale of cannabis edibles, extracts and topicals. As a result of timelines outlined in the Cannabis Regulations, edibles, extracts and

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topicals are not expected to become available for at least 60 days.

More information regarding the retail and consumption of cannabis can be found on the government of Saskatchewan's website [here](#).

INFORMATION: FCM Free Workshop

FCM is offering a free workshop on climate change and asset management. More information can be found [here](#).

INFORMATION: Navigation Protection Program

The Navigation Protection Program (NPP) helps keep Canada's navigable waters open for transport and recreation. The program administers the Canadian Navigable Waters Act, the Canada Shipping Act, 2001 and the Wrecked, Abandoned or Hazardous Vessels Act.

A guide to the Navigation Protection Program's Notification, Application and Review Requirements can be found [here](#).

Note: The Minor Works and Waters Order are currently being revised to include more classes of work. SARM has submitted comments on the Minor Works Order including recommendations that the Act not be applied to all navigable waters and that Transport Canada would have to significantly improve approval timelines. Once the revisions are complete, we will share the revised order with SARM members.

October 29, 2019

INFORMATION: Federal Election

SARM understands the hard work and dedication required for individuals to step forward and run for public office and commends all candidates for their hard work and dedication during the campaign.

Rural municipalities are the level of government closest to ratepayers and businesses in rural Saskatchewan. As the voice of rural Saskatchewan, SARM will continue to advocate for our members.

[SARM's full post election message](#)

INFORMATION: Resolutions Midterm Convention

Resolutions submitted for SARM's 2019 Midterm Convention can be found [here](#).

INFORMATION: SCIC Harvest 2019

More information from the Saskatchewan Crop Insurance Corporation on options for Harvest 2019 is available [here](#).

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INFORMATION: Domestic Game Farm Regulations

Consultations on The Domestic Game Farm Regulations occurred earlier this year. The 2019 regulations will repeal and replace the earlier version. The new regulations will:

- add flexibility for domestic game farm operators to dispose of wild animals entering enclosures to help deter the spread of chronic wasting disease (CWD) to their animals;
- establish a fee for domestic game farm licences: 1-year licence (\$100) and discounted 5-year licence (\$400);
- add ministerial authority to place terms and conditions on licences, or in extreme cases cancel a licence, when necessary to protect game farm animals and the public;
- in the instance a licence is not renewed or cancelled, the proposed regulations establish the authority for the removal of game farm animals from premises within 365 days;
- add the ability to have more flexibility in the design of the mandatory CWD surveillance program; and
- update definitions, including addition of “terminal premises” and wording to conform with existing scientific knowledge and legal written practices.

INFORMATION: Minister Meetings

SARM’s executive met with the Minister of Finance, Donna Harpauer to discuss SARM’s financial and policy asks for the 2020 budget and priorities for rural municipalities.

The SARM executive met with Minister Carr, Minister of Government Relations to discuss rural municipal issues such as tax tools, industry financial contributions to RMs and infrastructure funding.

INFORMATION: Speech from the Throne

Highlights from the 2019 Speech from the Throne which opens the Fourth Session of the 28th Legislature in the Legislative Assembly of Saskatchewan can be found on SARM’s website [here](#).

INFORMATION: Free MEPP Workshops

New free workshops! The new Your Path to Retirement workshop series covers each stage of a member’s career (early, mid, late and retired) – there’s something for everyone! If you are interested in staying on top of your financial wellness and playing a part in Your Path to Retirement, choose a workshop – LEARN, BUILD, PREPARE and ENJOY – and get started. Retirement is the goal of every working person and often your pension is your largest asset – take a few hours of your time and make the most of it.

[More info and registration](#)