



UMAAS UPDATE

URBAN MUNICIPAL ADMINISTRATORS' ASSOCIATION OF SASKATCHEWAN

Mailing Address: Box 220 Wynyard, SK S0A 4T0 Phone: (306) 873-2735 Email: urbanmaas@gmail.com Website: https://umaas.ca/



YOUR BOARD OF DIRECTORS 2025-2026

PRESIDENT: Barry Elliott, Maple Creek
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 Division 4: Kyle Van Den Bosch, Central Butte
 Division 5: Nathali Hipkins, Tobin Lake
 Division 6: Heather Sten, Canwood
 Division 7: Meredith Norman, NV of Denare Beach
 Associate Director: VACANT
ASSOCIATE DIRECTOR: VACANT
EX OFFICIO: Randy Goulden, SUMA

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PRESIDENT'S MESSAGE

Barry Elliott, CAO, Town of Maple Creek

A Personal Critique

By now, I am certain that all UMAAS members have become more familiar with the specific legislative changes contained within Bill 43 (*The Municipalities Modernization and Red Tape Reduction Act*). I must remark that the vast majority of the changes included within this document support the notion of improved public communication and transparency of municipal documents, which are ideals that each council and administrator should enthusiastically embrace. Whatever challenges or hurdles each of us may face in placing bylaws, policies, agreements and contracts on public display via electronic means will, I anticipate, result in greater and better informed dialogue between councils/administrators and a more informed public.

I continue however to be profoundly disappointed in the depth to which the matter of introducing mandatory council training has been watered-down within the Bill. As noted by Ministry staff at our meeting with them in late November 2025, the new language requires each administrator to offer orientation training to council members within 120 days after each general election. Full stop! There is no mention of mandatory participation by council being required. Nor is there mention of any element of consequence for those council members who fail to participate. In many ways, this revision to the legislative language simply restates the existing language of *Section 111(2)(e) of The Municipalities Act* which already requires the Administrator to advise Council "... of its legislative responsibilities pursuant to this or any other Act". As I have stated ... disappointing. I will continue to advocate, whenever possible, for stronger language in future editions of legislative language change.

On a far more positive note, I am very pleased to acknowledge the continuing efforts of your Board of Directors and our Executive staff.

The Best Practices Committee, consisting of Chair Brandi Morrissette, Lindsay Nordmarken, Meredith Norman, Melissa Dieno and Naimo Hrischuk, are continuing to work with MLT Aikins on development of the Best Practices manual.

The Administration Committee, consisting of Brandi Morrissette, Meredith Norman, Lindsay Nordmarken and Heather Sten, have provided the Board with several options for a potential Governance Review. These options will be further considered prior to an RFP being prepared for the furtherance of this project.

The Advisory Committee, consisting of Meredith Norman, Janelle Desautels, Tamara Knight and Jason Chorneyko, has undertaken a review of the Scholarship Policy. This committee has proposed that the Administration Committee review this policy further to determine recommended changes to incorporate language that broadens the accessibility to expanded programs for educational support.

The work of our Disciplinary Committee, consisting of Brandi Morrissette, Kyle Van Den Bosch, Meredith Norman, Janelle Desautels and Jason Chorneyko, also continues. I thank these folks for their diligence in dealing with those difficult matters that speak directly to ensuring the integrity of our profession.

I am also pleased to note that discussions regarding our collaboration with SUMA in the development of what is affectionately being referred to as the MLDP Version 2 program continues. I am hopeful to have something more to report in this regard at our upcoming convention.

And, before closing, I do want to take a moment to congratulate Heather Sten in her election to the role of Division 6 Director to our Board. Heather has been an invaluable member of the Board since her 2025 Convention election to the Associate Director role.

Best wishes to each of our members in the successful completion of your respective budgets ... and the shift from winter challenges to the new spring challenges. On behalf of your Board of Directors, I extend our sincerest hopes to see each of you at our upcoming convention.

EXECUTIVE DIRECTOR'S EDITORIAL

Jason Chorneyko, CAO, Town of Wynyard

KUDOS TO MY COLLEAGUES

Lovely and I are entering our fourth year as Executive Director and Executive Assistant for UMAAS. Over our first three years, I have noticed some things that are trending in the right direction. And I believe in giving kudos where kudos are deserved.

With membership applications, almost all received were filled out correctly. There are still a few applications that get sent to the incorrect address; however, there is almost 100% compliance. For the few that send their documents to the incorrect address, please review your vendor list and change UMAAS to Box 220 Wynyard, SK S0A 4T0. Some people are still sending their membership applications to their Division Director, and usually their departed Division Director, or to the Board of Examiners. Just remember, membership applications and convention registrations go to Wynyard; Board of Examiner applications and payments go to Lemberg; and workshop registrations and payments go to the Division Director, or designated person, in charge of the workshop. There is the exception of online registration and electronic payments, but you get the point.

The second item I wish to discuss is compliance with UMAAS Bylaw #7/23, the Continuing Professional Development Bylaw. Again, there is an extremely high level of compliance with the bylaw and kudos to those who make the effort to comply with continuing development. And there are some workshop/educational sessions that are under review by the UMAAS Executive for either approval or denial of eligibility with the bylaw. But there are a handful of applications in which excuses, not legitimate reasons, are given for non-compliance with the bylaw.

To my colleagues that are not currently in compliance with Bylaw #7/23, please take notice that compliance is not optional, it is mandatory. We have given our membership two years to get used to the bylaw, but there will be consequences for continual non-compliance. Excuses such as "my municipality is too small to send me to educational programs", or "I am the only staff member in the office", or "the venues are too far away" are just that, excuses. We are a professional organization and there is a certain level of adherence to policies and bylaws that is expected. The UMAAS Executive is aware that our membership is made up of colleagues from a wide variety of municipalities and resources. Compliance with the bylaw was set up to make it less onerous for our vast membership base, but it still requires some planning and research. Being in non-compliance with the bylaw is a "you" problem, not a "UMAAS" problem. Figure it out.

One final item I would like to discuss is the Associate Director position. This position has historically been held by someone with a Conditional Certificate. The person sits on the Executive for, perhaps, one year, gets their Standard Certificate, and then vacates the Associate Director position. Now that we have re-interpreted who is a Regular Member versus an Associate Member, correctly in my humble opinion, I am asking for all the Assistant Administrators, Deputy CAO's, CFO's and other similar members of UMAAS to consider running for the Associate Director position at the 2026 UMAAS Convention. Running for the UMAAS Executive is a great opportunity to get involved in your professional organization. If you are interested, start having a conversation with your Council.

I hope everyone is as excited as am I to be moving our Convention to TCU Place. I never had a problem with our former venue, but I am not that difficult to please. Regardless, the membership has asked for a change of venue and that request has been answered. We will have an expanded tradeshow and, hopefully, an expanded sponsor list.

EDITORIAL

Tamara Knight CAO, Town of Morse Division 2 Director



Never in my long-forgotten, poorly supervised youth did I imagine I would end up as a Municipal Administrator. Back then, my career aspirations ranged from “absolutely not that” to “anything that does not involve people.” And yet here I am, sixteen years later, voluntarily dealing with budgets, bylaws, and residents who believe Facebook memes are legally binding documents.

I have always claimed to be “allergic to people”, not in a medical sense, more in a spiritual one, and my default communication style is sarcasm, which I have been told is the lowest form of wit. Personally, I think it is a public service. But somehow, despite all this, I am still running on the municipal hamster wheel in the beautiful, understated Town of Morse. At this point, I am not sure if it is dedication or Stockholm syndrome.

My educational background is a chaotic buffet: computer science (my early attempt to hide among machines), arts, and theology (do not ask — unless you have snacks and an hour). I have worn more career hats than a thrift store mannequin, travelled whenever possible, and lived by the motto “why not?” which is also how I’ve ended up in several questionable situations, but we don’t have time for those.

I moved to Morse with one over-indulged child and a cat who believes he is the rightful mayor. It was a whim. A moment of spontaneity. Some might call it a lapse in judgment; I call it character development. We stopped in Morse to “rest and refuel,” and apparently just... never left. Now my son is grown, I have retired from helicopter-parenting, and I have moved on to training working-line protection dogs. There is something deeply soothing about watching your dog enthusiastically tackle a 300-lb man. It’s like aromatherapy, but louder.

Welcome to Municipal Administration, the career path for people who enjoy stress, unpredictability, and being blamed for things they did not do. It is not for the faint of heart or the thin of skin. It will test your patience, your sanity, and occasionally your ability to maintain a straight face in public meetings.

If I have any advice, it is this:

Be a professional. Do your job. Serve your community with integrity, honesty, and the kind of respect you would want if you were having a day. Own your mistakes, you will make plenty, and try to do better tomorrow. And like Heather said in the last newsletter, reach out to other administrators. We are all in this together, like a support group with more paperwork and spreadsheets.

Enjoy the ride. Every day is different, and whether you realize it or not, you’re making a difference, even if some days that difference is simply not running away.

MUNICIPALITY PROFILE

Town of Morse

Located in Southern Saskatchewan on the Highway 1, the Town of Morse is centrally located 45 minutes from the City of Swift Current and approximately an hour from the City of Moose Jaw. The Town of Morse provides support and services to the agriculture industry surrounding the community.



Morse got its start in 1896 when the first residents (railway employees) came to what would become the townsite. The first structures to be built were a fourteen square foot railway station, a windmill, a water tank, and a section house for the employees. At this time there was no settlers between Morse and the South Saskatchewan River or south to the American border. In the spring of 1902, a large number of men arrived in the area in order to conduct work on the rail line. Work such as cutting down the grades and straightening the railway. It was around this time that a couple of houses and a lumber yard were established on the southern side of the tracks.

That same year, the C.P.R staked out what is now the townsite, the section located to the north of the tracks. The townsite sits upon Section 9, Township 17, Range 8, West of the 3rd Meridian. This had been a section of land that had been granted to the C.P.R by the Dominion Government. The burgeoning hamlet was named in honour of the C.P. R's Western Superintendent at the time, a man whose name was Morse. The first individuals to settle at Morse were brothers J.P. and George McKenzie and a man named Ben McGregor. Four years later in 1906 the main rush of homesteaders would come to the Morse area. Over the course of 1906 and 1907, settlers poured into the area and by 1909 most of the good homesteading land had been taken.

In 1908 the government constructed a road across Reed Lake. It was this road that was the making of Morse, as prior to this road being constructed, those who lived south of Reed Lake went to Herbert instead of Morse. That same year, the first school was established. This school was located in a small shack and Miss McRea was given the job as the teacher. Prior to the establishment of the school, children were educated in a room at the C.P.R station. As of 1908 Morse's population sat at fifty people and grew by another fifty the following year.

It was in 1910 that Morse progressed from a hamlet to a village and George A. McKenzie, one of the first settlers, was installed as overseer. The population continued to grow as it reached 650 in 1912. With the increase in population, Morse thus became a town (1 November 1912) and Jesse James Williams was elected the first Mayor. It was at this time Morse was in its heyday. The town was a major grain hub as it was the third largest grain marketing point in the province. 1.5 million bushels of wheat were delivered to the elevators and grain buyers that year. By 1913 Morse had hit its peak population of approximately 900 people.

During its height, the town of Morse was home to many businesses and had many amenities. This included five grain elevators, six lumber yards, two banks, seven general stores, two confectioneries, two drug stores, two hotels, four restaurants, two harness shops, three hardware stores, two pool rooms, two barbershops, a photo studio, a gentleman's furnishings store, two blacksmiths shops, an auto garage, a cobbler, five implement dealers, two auto agencies, a livery, four feed and sales stables, a jeweller, a baker, two ice cream parlours, two butcher shops, two chopping mills, two oil warehouses, three coal dealers, a shooting gallery, a newspaper, and two draying businesses. In 1928 the thriving town would get a detachment of RCMP, something that remains a staple in the community today.

The Board of Examiners continues to see steady application volumes and would like to share a few reminders and recent clarifications.

Incomplete Applications

A recurring issue is incomplete application packages. Common items missing include certified Council resolutions, verification of service forms, transcripts, and documentation related to mentorship or supervisor sign-off.

Certified resolutions in particular continue to be overlooked or improperly prepared. Applicants are encouraged to ensure resolutions are properly certified prior to submission. Reviewing the Board of Examiners section of the website before applying can help avoid unnecessary delays.

Advanced Level I Education Clarification

The Board has formally clarified that courses used toward a Standard Certificate — including LGA courses — cannot be double-counted toward Advanced Level I requirements. This clarification is outlined in the Advanced Level I policy.

Applicants must ensure education credits applied toward Advanced certification are distinct from those previously credited.

Mentorship & Supervisor Sign-Off

Mentors are encouraged to familiarize themselves with the competency checklist and provide it to new administrators when agreeing to act as a mentor. Clear expectations at the beginning of the mentorship period are essential. All administrators should also be aware of the Municipal Administrators' Legislative and Operational Calendar as part of their professional responsibilities.

Office Inspections

All applicants seeking a Standard Certificate are now required to successfully complete an office inspection prior to final certification. This ensures consistency and accountability across all pathways.

Applicants are encouraged to review policies and applications carefully and submit complete documentation.

Yours truly,

Brad Hvidston
Secretary



That the **Board of Examiners** is a *separate entity* from UMAAS?

The Board was established under the Agreement between UMAAS and SUMA on October 17, 2023, pursuant to Section 16 of the Urban Administrators Act.

If you have any questions regarding the Board of Examiners, please contact:

Brad Hvidston, Secretary

306-873-0093

urbanboardofexaminers@gmail.com

We have a dedicated Board of Examiners tab on our website, where you will find the BoE Agreement, Application Forms, Evaluation and Training Document, information regarding mentorship, office inspection, courses and equivalencies and a lot more of helpful resources.

Urban Municipal Administrators
Association of Saskatchewan

**URBAN BOARD
OF EXAMINERS**

Saskatchewan Urban
Municipalities Association

UMAAS
PO Box 220
WYNYARD SK S0A 4T0

March 3, 2026

The Urban Board of Examiners held its regular meeting on May 6, 2025 and would like to report to you the following Certificates were issued at that meeting:

Conditional Certificate Extensions:

Name	Municipality	Expiry Date
Lisa Trask	Village of Tessier	March 31, 2027
Shaelynn Bazariski	Village of Theodore	March 31, 2027
Christine Seguin	Town of St Walburg	March 31, 2027
Martha Morin	N.V. of La Loche	March 31, 2027
Shawna Johnson	Town of Sturgis	March 31, 2027

Conditional Certificates:

Name	Municipality	Expiry Date
Olivia Badger	Village of Mistatim	March 31, 2027
Mikayla Tallon	Town of Lafleche	March 31, 2027
Clinton Yarie	Village of Leross	March 31, 2027
Matthew Betge	Village of Ebenezer	March 31, 2027
Tamara Fallon	Village of Paynton	March 31, 2027
Carly Coulter	Village of Wiseton	March 31, 2027

Standard Certificates were issued to Denise Hogemann, Anna Finlay, Devan Shorrock, Heather Kreutzer, Sheldon Hildebrand, Anganetha Ladner, Jennifer Deobald, Angela Fetch Muzyka, Brittany Raymond, and Kaila Montgomerie.

If you have any questions please feel free to contact myself.

Yours truly,

Brad Hvidston
Secretary, Urban Board of Examiners



UMAAS

— 2026 —

CONVENTION

Lead with Integrity

TCU PLACE SASKATOON

JUNE 2-5, 2026

Registration Deadline: April 30, 2026

For more information, please visit our website:

<https://umaas.ca/2026-umaas-convention/>

2026 DRAFT Convention Agenda

TCU Place – Saskatoon

Tuesday, June 2

- 7:00pm – 9:00pm Registration
- 7:00pm – 11:00pm Ice Breaker - MINGO
- 1:00pm – 10:00pm Tradeshow Setup
-

Wednesday, June 3

- 7:00am – 8:00am Tradeshow Setup
- 7:30am – 8:00am Breakfast/Tradeshow Viewing
- 8:00am – 9:00am Opening Exercises *(to include Head Table Introduction, Presidents Remark, Executive Director’s Report, Announcements (including VP Election))*
- 9:00am – 10:30am Conference Kickoff – Keynote Speaker
- 10:30am – 11:00am Coffee Break/Tradeshow Viewing
- 11:00am - 12:30pm Breakout Session/ Workshop
 Bylaw Enforcement – Divisions 1, 2, 3
 Labour Standards – Divisions 4, 5, 6, 7
- 12:30pm – 1:30pm Lunch & Tradeshow Viewing
- 1:30pm – 2:00pm SUMAinvest
- 2:00pm – 2:15pm Call for Nominations – Vice President
- 2:20pm – 3:00pm Division Meetings – Elections for Div 1, 3, 5 and 7
- 3:00pm – 3:30pm Coffee Break/Tradeshow Viewing
- 3:30pm -5:00pm Breakout Session/ Workshop
 Bylaw Enforcement – Divisions 4, 5, 6, 7
 Labour Standards – Divisions 1, 2, 3
- 6:30pm onwards Banquet/Entertainment (Family Feud, Name That Tune, Trivia)
-

Thursday, June 4

- 7:30am – 8:30am Full Breakfast/ Tradeshow Viewing
- 8:30am – 8:50am Division Meeting Reports

8:50am – 10:15am	Coaches Corner (if this does not go for the full time then more time for Tradeshow viewing)
10:15am – 10:30am	Coffee Break/Tradeshow Viewing
10:30am – 11:20am	MTL Aikins – Best Practices Manual Update and Stakeholder Engagement - 50min
11:20am – 11:30am	Trade Show Prize Winners

NETWORKING ACTIVITIES
Golf and Tour

7:00pm – 11:00pm	Networking & Entertainment (Casino Night)
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Friday, June 5

8:00am – 9:00am	Breakfast
8:30am – 9:00am	Associate Members Meeting & Election (for Assistants, Clerks, Treasurers, Mentors)
9:00am – 10:30am	AI Presentation/Workshop
10:30am – 10:40am	Elections – Vice President (if required)
10:40am – 11:00am	Board of Examiners Update
11:00am – 11:30am	Advisory Services Update
11:30am – 11:40am	Introduction of New Executive Board
11:45 am	Door Prizes/Adjournment

UMAAS TEXAS SCRAMBLE GOLF TOURNAMENT IN ROSTHERN!



FUN ON THE FAIRWAY!





The Golf Tournament and *Administrators on the Go Tour* are a great way to connect, unwind, and enjoy some time outside the conference.

Registration is just **\$105 (taxes included)**.

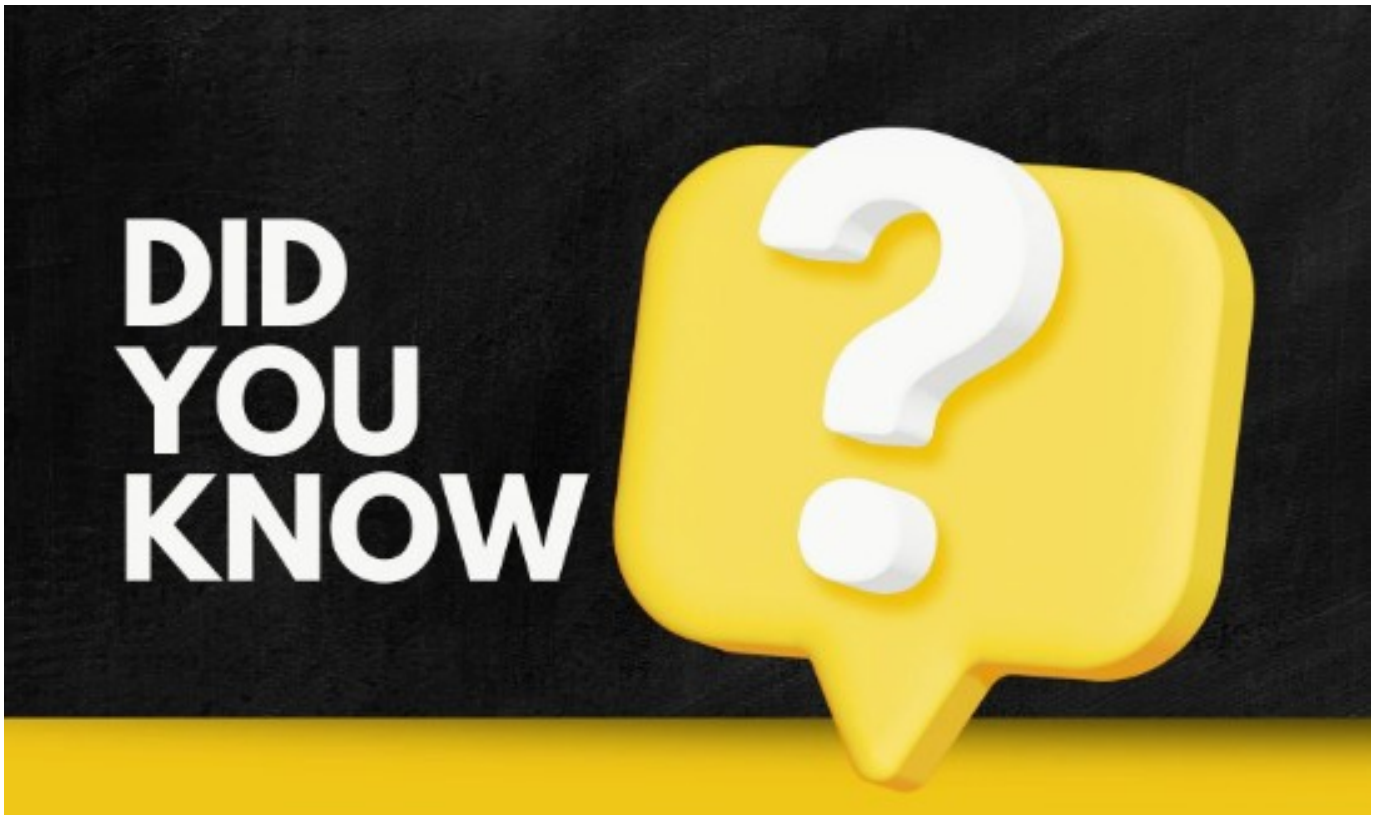
Planning to bring a guest along for the experience? We would love to have them join! If they're not a registered convention delegate, simply email urbanmaas@gmail.com to make arrangements.



That we have a FREE space on our website for posting of administrator career openings? If you wish to advertise, please email: urbanmaas@gmail.com. If you are looking for some job opportunities or career openings, please visit: <https://umaas.ca/careers/>.

CAREER OPENINGS

- CAO, Town of Rosetown
- CAO, Town of Cupar
- Assistant CAO, Town of Esterhazy
- CAO, Resort Village of Island View
- CAO, Town of Maidstone
- Administrative Assistant, Resort Village of Shields
- CAO, Town of Osler
- CAO, Town of Saltcoats
- Deputy CAO, Town of Shellbrook
- General Manager of Corporate Services, Town of Nipawin
- CAO, Resort Village of Cochin
- Administrator, Northern Village of Pelican Narrows
- Administrator, Village of Chaplin



PAYMENT OPTIONS

That we have various payment options to pay your membership fees, convention fees or even certificate application to the Board of Examiners?

You can pay:

- ⇒ With a **cheque** and mail it to Box 220 Wynyard, SK S0A 4T0
- ⇒ Via **e-transfer** by sending it to urbanmaas@gmail.com
- ⇒ Via **Direct Deposit** by sending an email to urbanmaas@gmail.com

That you will receive an invoice from UMAAS after your registration but it is NOT automatic. It may take a few days to send the invoice because UMAAS is not yet set up for automatic invoicing.

We hope to make things easier and convenient for all our members. We will explore the option to pay with credit card in the future.

DID YOU KNOW



That UMAAS Solicitor, Adam Touet is now with Avenue law?

That as a UMAAS member, you are entitled to a FREE one-hour legal consultation with Adam Touet as one of your membership benefits?

That Adam or a representative from Avenue Law LLP will be at the UMAAS Convention to share some legal advise?



NEED HELP WITH CONFLICTS BETWEEN YOU AS A CAO AND YOUR COUNCIL?

GET LEGAL GUIDANCE NOW.

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Adam R. Touet, K.C.
Partner at Avenue Law LLP

(306)657-7625
atouet@avenuelawyers.ca

Adam is under annual retainer to your Association and is available to members for initial consultations



**That there are CAO Employment Contract Samples on our website?
Please visit: <https://umaas.ca/cao-contracts/>**

We're listening.

You are invited to the ***At the Source: Strengthening Saskatchewan's Drinking Water Systems Together*** forum. Join us for a collaborative discussion with industry partners to explore how we can work collectively to ensure safe and sustainable drinking water in the province.

Where: TCU Place – Gallery C & D

When: June 2, 2026

Time: 11:30 AM to 4:30 PM
(lunch provided)

To register for the **free** forum, follow the QR code to fill out our online form. The deadline to register is May 15, 2026.



For more information, please contact darlene.guy@saskwater.com

At the Source: Strengthening Saskatchewan's Drinking Water Systems Together

A Conversation Worth Having

Across Saskatchewan, access to safe, reliable drinking water supports our communities, our economies, and our quality of life. But behind the tap, many municipal water systems are under increasing pressure.

- Infrastructure is aging
- Operational demands are growing
- Skilled operators are harder to find
- Costs are rising
- Expectations for safety and reliability are higher than ever

Why This Matters Now

Saskatchewan has been addressing drinking water sustainability for decades. What has changed is the context: older infrastructure, increasing complexity, limited financial flexibility, and rising expectations. Many communities are making it work today — but recognize the future will require innovative approaches.

A Shared Challenge — and Opportunity

Municipalities, SaskWater, the Water Security Agency, Government Relations, and sector partners all play a role. This creates both opportunities for collaboration and challenges in coordination, clarity, and trust.

What This Session Is About

This session brings municipal administrators and system partners together to share experiences, explore challenges, clarify roles, and identify practical opportunities to strengthen how we work together.

Key Topics

- Governance and decision-making
- Operational realities and risk
- Infrastructure and sustainability
- Financing, technology, and support models

The Goal

To start an honest, productive conversation about how Saskatchewan can ensure safe and sustainable drinking water — now and into the future.

Who Should Attend

Municipal administrators and leaders managing water systems, navigating operational and financial challenges, and interested in shaping the future of water service delivery.

Be Part of the Conversation

Your experience matters. This is an opportunity to share what's happening on the ground, learn from others, and help shape future approaches to safe and sustainable drinking water systems in Saskatchewan.



Growing Our Investment in the Communities We Serve

After awarding \$5,000 in community sponsorships last year, we're raising the bar in 2026 with \$25,000 available to support our members. From community celebrations to municipal staff events, **members can apply for up to \$500 in sponsorship funding** to help bring local events and initiatives to life.

As Saskatchewan's only member-owned urban municipal insurance program, we believe in giving back to the communities we serve.



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Andrew Stevenson
General Manager



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Did you know the **SUMA Group Benefits Program** insures more than 2,500 lives? By offering coverage to participating villages, northern municipalities, resort villages, towns, cities, and affiliated organizations, we are able to spread the risk and pass the savings on to our members. The **SUMA Group Benefits Program** offers an economical way to meet insurance needs, as the cost of benefits on a group basis are typically less expensive than if purchased individually. Plans can be customized based on your municipality’s needs.



THE COMPETITIVE ADVANTAGE

SUMA’s plan offers higher maximums on life insurance; accidental death, disease, and dismemberment insurance; and short-term and long-term disability. These are offered on benefits that are not typically available to small municipalities that purchase on their own. In addition, our vision program is managed in-house, so we can offer members a **\$600 maximum** — much higher than what is traditionally available.

Eligible members:

- Full-Time Employees
- Part-Time Employees
- Seasonal Employees
- Elected Officials
- Board Members

Contact SUMA today for additional information on how to be a part of the SUMA Group Benefits Program at 306-525-4390 or gis@suma.org

COMPLIANT?



NEED HELP?

PREPARE NOW FOR NEW
LEGISLATION COMING
JANUARY 1, 2027

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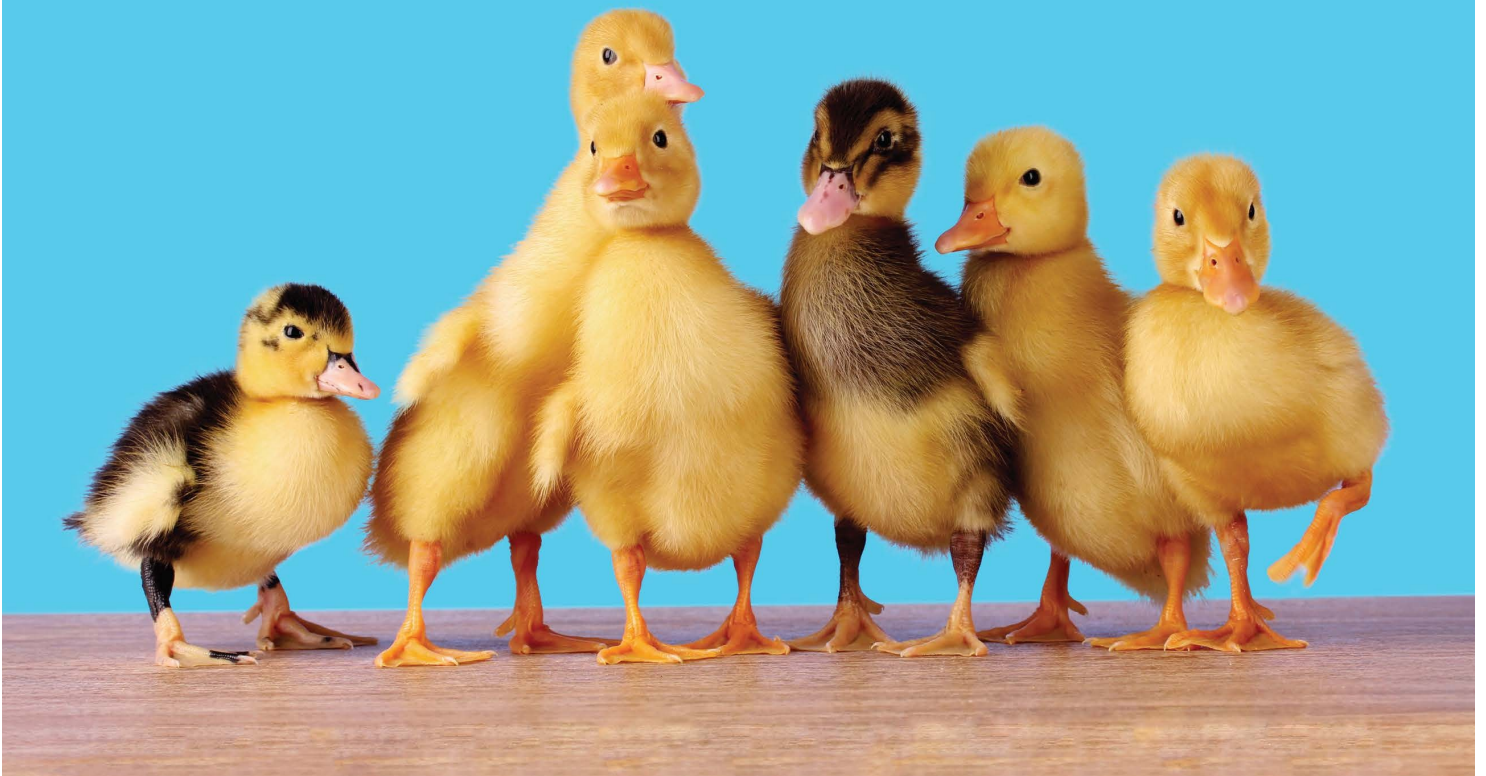
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*When elected officials are well-equipped,
administration can perform at its best.*



Governance Essentials *for the* Municipal Sector (GEMS)

An online training program for council members and their governance supporters.

A municipality, meeting the mandatory requirement to have a partner, may apply for a grant from the Targeted Sector Support program, covering up to 75% of approved costs.

**ANOTHER
OPTION**

Interested in a council orientation on roles & responsibilities?
We've got you covered!

Email: jsgs.ee@uregina.ca for a proposal.

www.schoolofpublicpolicy.sk.ca