



Government of
Saskatchewan

**Annual Report
2000-2001**

**Saskatchewan Culture,
Youth and Recreation, and
Saskatchewan Municipal
Affairs and Housing**

for the fiscal year ending
March 31, 2001

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LETTERS OF TRANSMITTAL

Her Honour
the Honourable Dr. Lynda M. Haverstock
Lieutenant Governor of Saskatchewan

Your Honour:

I have the privilege of submitting the annual report of the Department of Culture, Youth and Recreation for the period February 10, 2001 to March 31, 2001.

Respectfully submitted,

Joanne Crofford
Minister

Your Honour:

I have the privilege of submitting the annual report of the Department of Culture, Youth and Recreation for the period February 10, 2001 to March 31, 2001.

Respectfully submitted

Ken Pontikes
Acting Deputy Minister

Her Honour
the Honourable Dr. Lynda M. Haverstock
Lieutenant Governor of Saskatchewan

Your Honour:

I have the privilege of submitting the annual report of the Department of Municipal Affairs and Housing for the period April 1, 2000 to March 31, 2001.

Respectfully submitted,

Ron Osika
Minister

Your Honour:

I have the privilege of submitting the annual report of the Department of Municipal Affairs and Housing for the period April 1, 2000 to March 31, 2001.

Respectfully submitted

Brij Mathur
Acting Deputy Minister

OVERVIEW

The information in this report reflects the mandate of the Department of Municipal Affairs, Culture and Housing.

On February 10th, 2001 the Departments of Culture, Youth and Recreation and Municipal Affairs and Housing were established, thereby replacing the mandate and operations of the Department of Municipal Affairs, Culture and Housing. This report covers the activities of Municipal Affairs, Culture and Housing from April 2000 through January 2001, and the activities of Municipal Affairs and Housing, and Culture, Youth and Recreation for February and March of 2001.

The Department of **Culture, Youth and Recreation** was created to support and celebrate Saskatchewan as a great place to live and work. The department is one of the tools that enables Saskatchewan people, especially young people to participate, communicate and compete. The department will provide research and policy analysis in consultation with other departments, agencies and external organizations to integrate the perspective of youth, innovation and technology into government decision making.

The Department of **Municipal Affairs and Housing** enhances quality of life through communities. It enables communities to improve housing, provide access to public information, protect the public, and provide local governance. The Department strengthens communities by providing the legal framework, organization support, financial assistance and other services to meet the unique and changing needs of Saskatchewan people. It works in partnership with communities and others, encouraging co-operation, understanding, and self-reliance.

For the period April 2000 through January 2001 the Department of Municipal Affairs, Culture and Housing used the following values to conduct its operations:

VISION

Saskatchewan, a diverse society enriched by healthy, sustainable communities.

MISSION

Strengthening communities by building capacity.

PRINCIPLES

The department believes in:

- equitable access to public goods and services;
- preservation of public legacy;
- efficient and effective allocation of public resources;
- protection of the public against unseen perils;
- mitigation of market imperfections;
- clear and transparent accountability; and
- value in diversity, success through co-operation.

STRATEGIC GOALS

The department is striving for:

- democratic, responsible municipal governments with the capacity to meet the needs of the public in a changing environment;
- Saskatchewan, rich with the spirit of community and cultural experiences;
- affordable, adequate housing for everyone;
- a safe public, protected by appropriate actions of governments, industry and citizens working in co-operation; and
- a workforce dedicated to strengthening communities.

FUTURE DIRECTION OF THE DEPARTMENTS

Both Culture Youth and Recreation, and the Department of Municipal Affairs and Housing will be developing their new vision, mission and goals over the next year. Generally, the following statements outline the broad direction that the new departments will be pursuing in the future:

- continue the department-wide regulatory

OVERVIEW

review and reform process to improve legislation;

- develop strategies, policies, programs and services that better respond to the changing needs of municipalities;
- implement the Canada-Saskatchewan Infrastructure Program over the next five years;
- improve the availability of accommodation for those who cannot afford adequate housing through the marketplace;
- help the private housing market to overcome conditions that prevent households with sufficient income from obtaining housing and related services, and to soften the impact of fluctuations in fiscal, demographic and economic conditions on local housing markets;
- develop and administer legislation, funding programs, and policies to build up the arts, cultural industries, heritage, multiculturalism, sports and recreation;
- sustain cultural-tourism facilities to enable the study, preservation and interpretation of Saskatchewan's human and natural heritage for the cultural, educational, scientific and economic benefit of residents and visitors;
- protect the public against unseen hazards by establishing and promoting safety standards;
- promote public security by improving public access to emergency services; and
- promote corporate staff values, advance employment equity, occupational health and safety, organizational development and a healthy balance between work, family and personal interests.

DEPARTMENT ORGANIZATION

The Department of Municipal Affairs, Culture and Housing had four major areas of operation: municipal government, housing, cultural support, and public safety. These operations were managed through five branches.

Municipal and Community Services provides municipal governments with the tools needed to govern effectively. In particular, it provides municipalities with support in the areas of culture, sport, recreation, heritage preservation and public access to information.

Housing works with municipalities and other stakeholders to provide access to safe, affordable and suitable housing to people with lower to moderate incomes and to people with special needs.

Protection and Emergency Services supports municipalities and improves public safety by carrying out inspections, issuing licences, enforcing regulations, and providing safety advice. This branch also oversees the provincial emergency plan and the implementation of the Sask911 system.

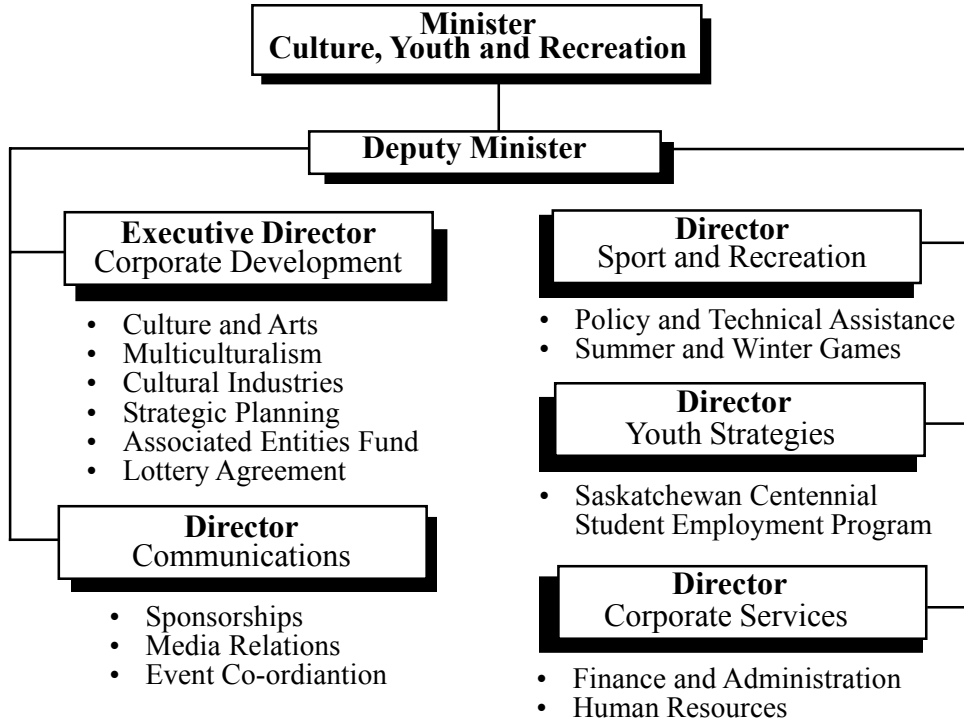
Finance, Administration and Facilities maintains the financial, administrative, and informational systems that are necessary for the department to function. This branch also manages the department's relationship with provincial cultural and tourism facilities.

Corporate Services provides communications and human resource services to the department.

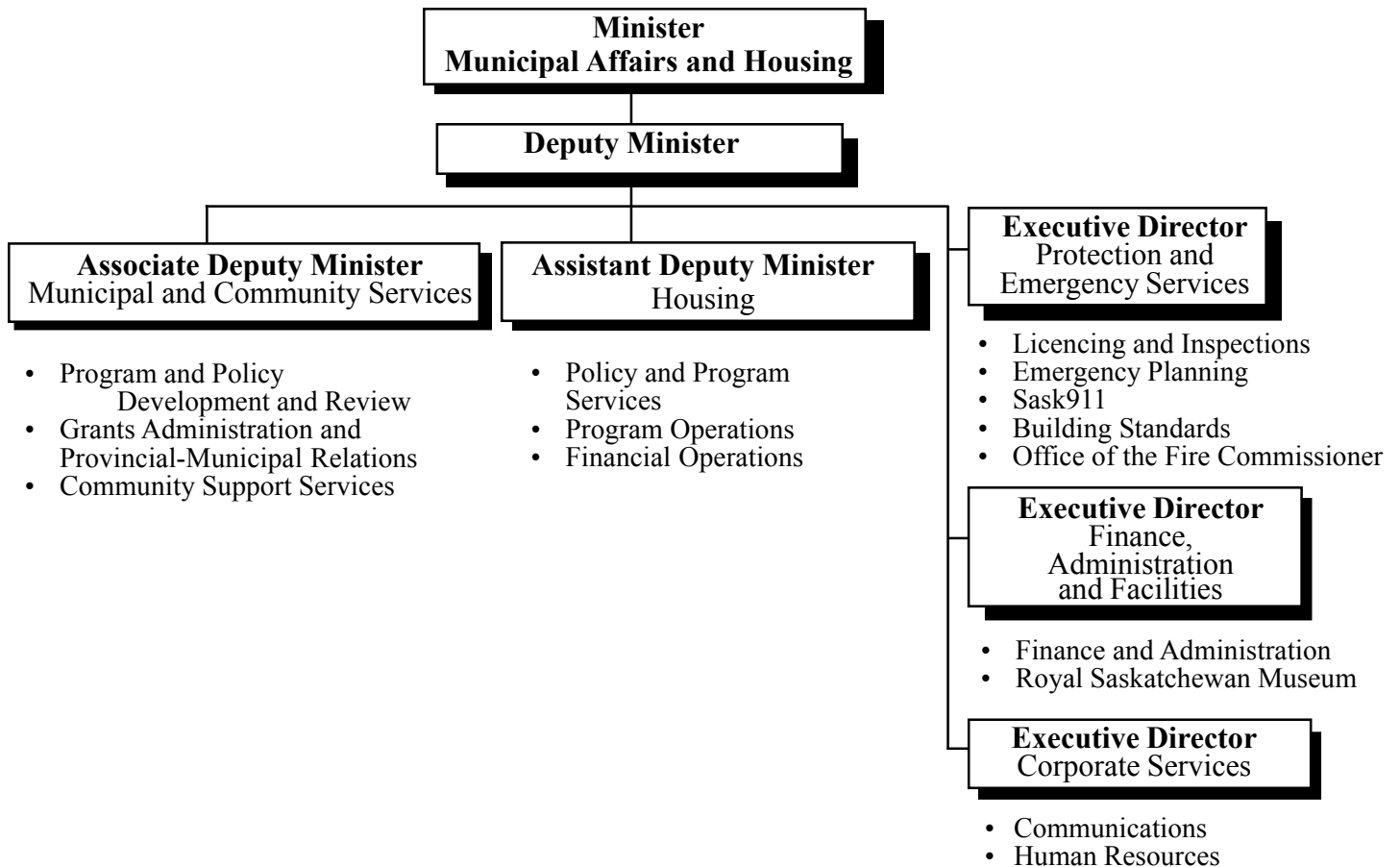
With the creation of two new departments, new organizational structures were developed for each. The chart on the following page highlights the organizational structure for the Department of Culture, Youth and Recreation and the Department of Municipal Affairs and Housing.

ORGANIZATION

CULTURE, YOUTH AND RECREATION AS OF FEBRUARY 10, 2001



MUNICIPAL AFFAIRS AND HOUSING



ENVIRONMENTAL SCAN

Saskatchewan's communities have been affected by demographic, economic and social changes during the past decade. The following trends are particularly significant and are projected to continue for years to come:

- an aging population, compounded by the migration of young people from rural, First Nations and Metis communities to larger urban centers, resulting in a high percentage of older residents in rural communities and a growing number of young people in the larger urban centres;
- abandonment of branch rail lines and closure and consolidation of grain elevators resulting in increased pressure on roads and highways;
- concentration of economic activity in larger urban centers leading to urban-centered commuting around a small number of cities and towns;
- a downturn in the agricultural sector has reduced farm income levels and the number of people farming.

As well, a number of factors affect the demand for and delivery of the new department's services in four main areas:

- Municipal sector:
 - i) demographic factors, such as the implications of a reduced rural municipal sector on the ability of communities to provide necessary services;
 - ii) economic factors, such as the current crisis in farm income making it necessary for tax tools and financial support to be reassessed; and
 - iii) relationship factors, such as developing mutually supportive rural-urban relationships and equitable approaches to transportation, and economic development, while building self-sufficient municipalities.

- Housing sector:
 - i) demographic factors, such as high household formation of Aboriginal people, aging of the population, the numbers of low income single parent households and the percentage of people with special needs in low income levels;
 - ii) economic factors such as the increasing gap between housing costs and incomes has resulted in low-to-moderate income families spending a higher percentage of their income on shelter; and
 - iii) absence of national programs for new social housing resulting in limited funds being available to provide assistance to a growing number of households in need of affordable and adequate housing.
- Culture and heritage sector:
 - i) demographic factors, such as the affect of rural population decline on the ability of communities to provide opportunities for their residents;
 - ii) economic factors, such as a loss of economic growth and development opportunity;
 - iii) inability to accept and retain immigrants; and
 - iv) reduced ability for Saskatchewan to "tell its story" nationally and internationally.
- Public safety sector:
 - i) economic factors, such as domestic manufacturing activity and the level of activity in the oil and gas industries;
 - ii) demographic factors, such as the implications of an aging population and changes in population dispersion across the province;
 - iii) local service delivery capacity; and
 - iv) national and international safety standards that are adopted by the province through legislation and regulations.

LEGISLATION

Municipal Affairs and Housing is responsible for the following pieces of legislation:

Municipal

- *The Assessment Appraisers Act*
- *The Assessment Management Agency Act*
- *The Border Areas Act*
- *The Community Planning Profession Act*
- *The Controverted Municipal Elections Act*
- *The Cut Knife Reference Act*
- *The Department of Rural Development Act (subject to OC 177/93)*
- *The Flin Flon Extension of Boundaries Act, 1952*
- *The Lloydminster Municipal Amalgamation Act, 1930*
- *The Local Government Election Act*
- *The Local Improvements Act, 1993*
- *The Municipal Board Act*
- *The Municipal Debentures Repayment Act*
- *The Municipal Development and Loan (Saskatchewan) Act*
- *The Municipal Industrial Development Corporations Act*
- *The Municipal Reference Act*
- *The Municipal Revenue Sharing Act*
- *The Municipal Tax Sharing (Potash) Act*
- *The Municipality Improvements Assistance (Saskatchewan) Act*
- *The Northern Municipalities Act*
- *The Planning and Development Act, 1983*
- *The Rural Municipal Administrators Act*
- *The Rural Municipality Act, 1989*
- *The Subdivisions Act*
- *The Tax Enforcement Act*
- *The Time Act*
- *The Urban Municipal Administrators Act*
- *The Urban Municipality Act, 1984*

Housing

- *The Saskatchewan Housing Corporation Act*

Public Safety

- *The Amusement Ride Safety Act*
- *The Boiler and Pressure Vessel Act*
- *The Boiler and Pressure Vessel Act, 1999*
- *The Electrical Licensing Act*
- *The Emergency 911 System Act*
- *The Emergency Planning Act*
- *The Fire Prevention Act, 1992*
- *The Gas Licensing Act*
- *The Passenger and Freight Elevator Act*
- *The Uniform Building and Accessibility Standards Act*

General

- *The Department of Urban Affairs Act*
- *The Rural Development Act*

Heritage/Libraries

- *The Libraries Co-operation Act*
- *The Public Libraries Act, 1996*
- *The Archives Act*
- *The Heritage Property Act*
- *Public Officials Security Act*
- *The Saskatchewan Centre of the Arts Act 2000*
- *The Saskatchewan Heritage Foundation Act*
- *The Western Development Museum Act*

Culture, Youth and Recreation became responsible on February 10, 2001 for the following pieces of legislation:

- *The Arts Board Act, 1997*
- *The Culture and Recreation Act, 1993*
- *The Doukhobors of Canada C.C.U.B. Trust Fund Act*
- *The The Film Employment Tax Credit Act*
- *The Interprovincial Lotteries Act, 1984*
- *The Jean-Louis Legare Act/Loi sur Jean-Louis Legare*
- *The Multiculturalism Act*
- *The Tartan Day Act*
- *Part IV (Associated Entities Fund) of The Saskatchewan Gaming Corporation Act*

CULTURE, YOUTH AND RECREATION

CULTURE, YOUTH AND RECREATION

The Department supports and celebrates Saskatchewan as a great place to live and work. Through strategic partnerships, it enhances opportunities for young people in all areas of endeavour.

By working collaboratively with diverse groups and communities, the Department enhances the Province's cultural, artistic, recreational and social life. It recognizes accomplishment, promotes leadership and sustains excellence in the arts, culture and sport. It also works to support and enhance the opportunities and contribution of these sectors to expanding the economy and employment of Saskatchewan. While valuing our cultural heritage, it promotes the use of modern technology as the stimulus of innovation.

The Department is dedicated to ensuring that Saskatchewan people, especially our young people, reach their fullest potential in the provincial, national and international communities.

VISION

Saskatchewan, where people realize their dreams- a wonderful place to live, learn, work and play.

MISSION

Building and celebrating young people, creativity and communities- our strongest resources- to assure the future prosperity and growth of Saskatchewan.

VALUES

We believe in:

- promoting partnerships and collaboration and stimulating innovation as a way of doing business;
- creating an atmosphere of trust and integrity in our relations with others;
- communicating openly and honestly;
- creating a work environment built on respect, teamwork and learning;

- demonstrating loyalty, commitment and accountability to those we serve; and
- dedicating ourselves to excellence in service, taking pride in our work, acting in an ethical manner and projecting a positive image.

DEPARTMENT ORGANIZATION

The Department has three major areas of operation: arts and cultural support, youth strategies, and sport and recreation.

Arts, Culture and Multiculturalism

encompasses the visual, performing and literary arts, as well as book publishing, film and video, music and sound recording and commercial visual arts and crafts. In addition it supports multiculturalism through policy development and strategic planning in immigrant settlement and integration.

Youth Strategies will focus on the future of Saskatchewan youth. It will evaluate, support and promote government policy and programming proposals that have an impact on young people. Youth issues and concerns will be highlighted and addressed within key cross-government strategies. It will also collaborate with interest groups and stakeholders to achieve understanding and complementary strategic direction to addressing the youth sector's needs and aspirations. Particular emphasis will be placed on northern youth and at-risk youth in Saskatchewan's inner "city" communities.

Sport and Recreation works with a variety of community organizations and the provincial sport and recreation delivery system to ensure that all Saskatchewan people have reasonable access to sport and recreation. Quality sport opportunities are provided through a variety of multi-sport competitive games including the Saskatchewan Summer and Winter Games, the 55+ Senior Games, the Northern Games and Cultural Festival and the Saskatchewan Indian Summer and Winter Games.

CULTURE, YOUTH AND RECREATION

The Department also has an interest in recognizing how technology and telecommunications can support and expand opportunities for youth and communities. This focus is currently being provided through the Department of Economic and Co-operative Development.

STRATEGIC GOALS

The department's strategic goals are still being developed in conjunction with its mission statement and vision.

PROGRAMS

Culture, Youth and Recreation is now responsible for a variety of programs that benefit youth, enhance the arts, encourage physical activity and promote multiculturalism.

CULTURAL PROGRAMS

Saskatchewan Film Employment Tax Credit is provided to help develop the potential of the film industry. This program provides:

- a rebate of 35 per cent of the total wages of all Saskatchewan labour and deemed labour for Saskatchewan productions and co-productions. "Deemed labour" refers to persons from outside the province serving as a trainer or mentor to Saskatchewan employees when qualified Saskatchewan employees are not available;
- a bonus of five per cent of total production expenditures in the province for productions based in smaller centres and rural areas (defined as 40 km or more from the province's major cities, Regina and Saskatoon); and
- eligible salaries are limited to no more than 50 per cent of a production's total eligible production costs.

The **Cultural Industries Development Fund** was introduced to address the pressing financial needs of the sound recording, book publishing and commercial visual arts and craft industries.

The objectives of the Cultural Industries Development Fund are to assist and facilitate production, culturally significant projects and building capacity in the cultural industries. Saskatchewan Culture, Youth and Recreation has consulted with the sound recording, book publishing and visual art/craft industry associations for program initiatives and implementation strategies for the Cultural Industries Development Fund.

The Saskatchewan Arts Stabilization

Program is a private and corporate sector led initiative, which will assist arts organizations to stabilize their financial operations, through debt reduction, technical/administrative support and the building of capital reserves. The program will develop a stronger long-term financial environment for the arts organizations and strengthen partnerships between the arts and private sector. The Saskatchewan Arts Stabilization Program is a five-year program administered by the Saskatchewan Arts Board through an agreement with Saskatchewan Culture, Youth and Recreation.

COMMUNITY PROGRAMS

The **Associated Entities fund** (renamed the **Community Initiatives Fund**) supports many different community initiatives that benefit Saskatchewan people. Two types of grants are available:

- **Community Grants Program:** supports community programs and services targeted toward vulnerable children, youth and families.
- **Cultural Facility Grants Program** provides funding for the construction or renovation of cultural facilities. Cultural facilities serve a broad range of purposes and include community halls, museums, arts centres, libraries, theatres, and art galleries.

YOUTH STRATEGIES

The **Centennial Student Employment Program** was introduced on February 16, 2001.

CULTURE, YOUTH AND RECREATION

This initiative will provide 1,500 new jobs for students in 2000. It is a five year program that offers a wage subsidy of 75 per cent up to \$4,000 per job. The program will encourage students to continue their studies through meaningful summer employment opportunities.

The focus of this year's student opportunities will be in the areas of environment, parks, community service and public service. Five million dollars is available to urban and regional parks, post-secondary institutions, and to community-based organizations to hire students.

The Labour Force Development Program

Culture, Youth and Recreation is partnering with Economic and Co-operative Development and the Saskatchewan Labour Force Development Board on an initiative that emphasizes the importance of young people in the provincial economy and society. The program promotes youth leadership in ensuring Saskatchewan is a great place to live, work and do business.

The joint project will feature presentations by young people informing other youth and employers of labour market trends, and the many educational and business opportunities in the province.

SPORT AND RECREATION INITIATIVES

Each year more than 100 major sport events are organized by provincial sport governing bodies and managed by volunteers throughout Saskatchewan. Culture, Youth and Recreation works directly with a variety of organizations that comprise the provincial sport and recreation delivery system. Some of the organizations include:

- Sask Sport Inc.
- Saskatchewan Parks and Recreation Association
- Regional Recreation Associations
- Zone Sports Councils
- Northern Saskatchewan

The department helps in organizing and supporting provincial games like the Saskatchewan Summer and Winter Games, and also works to ensure that Saskatchewan is represented at the Canada Games and the Western Canada Games.

MUNICIPAL AFFAIRS AND HOUSING

MUNICIPAL AND COMMUNITY SERVICES

PROGRAM AND POLICY

DEVELOPMENT AND REVIEW

The branch develops and evaluates policies, programs and legislation in response to changing trends and needs of the department and municipalities by:

- providing leadership and advice to senior management and government in the development, monitoring and review of public policy, legislation, and programs;
- recommending and developing policy, legislation, program direction and long-term planning for municipalities, for the arts, cultural industries and immigrant settlement in Saskatchewan;
- administering the legislative and regulatory framework for the management, distribution and use of lottery and casino profits.

Challenges in the **municipal sector** include:

- municipal capacity and legislated authority;
- funding for the municipal sector; and
- reassessment and property tax policy.

GOALS

- undertake municipal legislative renewal, including:
 - i) review of impediments to voluntary amalgamations
 - ii) review of municipal functions
 - iii) preparation of legislative amendments
- complete implementation of the 2001 reassessment, including:
 - i) property tax policy and assessment analysis
 - ii) implementation of revised percentages of value
- co-ordinate the department's legislative development and amendment activities;

- co-ordinate a department-wide regulatory review and reform process;
- review department programs and policies to ensure provincial and public interests are met in the:
 - i) Urban Parks Program
 - ii) Provincial Disaster Assistance Program
 - iii) Transit for the Disabled funding program;
- complete the development of policy and funding guidelines for a provincial Arts Stabilization Program;
- implement the provisions of the new Lottery Agreement; and
- participate in consultations on the development of a new Immigration Policy.

ACCOMPLISHMENTS

- initiated municipal legislative renewal processes, including:
 - i) legislative and regulatory provisions to address impediments to voluntary municipal amalgamation
 - ii) proposals on municipal functions for the Municipal-Provincial Roundtable
 - iii) consultations with other provincial departments regarding legislative amendments to remove impediments to voluntary municipal amalgamation and the City Mayors' submission to the Task Force on Municipal Legislative Renewal and their subsequent request for a reduction of provincial government involvement in local decision-making;
- co-ordinating legislative processes for all Acts under department jurisdiction;

MUNICIPAL AFFAIRS AND HOUSING

- drafted and co-ordinated department-wide regulatory review and reform process, including amendments to:
 - i) Board of Examiner (Urban) Regulations
 - ii) assessment Regulations for Property Re-Inspection
 - iii) percentage of value regulations Assessment Appraiser's Act regulations;
- assisted with the development of policy for the Provincial Heritage Designation Program;
- prepared draft legislative amendments for the urban Acts and the SAMA Act regarding the income approach to commercial assessment;
- prepared amendments to *The Urban Municipality Act, 1984, The Rural Municipality Act, 1989, The Northern Municipalities Act, The Saskatchewan Gaming Corporation Act, and The Assessment Management Agency Act*;
- co-ordinated amendment process for *The Planning and Development Act, 1983, The Film Employment Tax Credit Act, and The Saskatchewan Heritage Foundation Act*;
- completed implementation of the 2001 reassessment, including:
 - i) assessment and property tax policy analysis
 - ii) recommendations for provincial property tax policy related to property classes and percentages of value to be applied to various classes of property
 - iii) property tax policy amendments to the Lloydminster Charter
- established a joint department and Crown Investments Corporation Review Committee to examine inconsistencies in payment practices to municipalities by SaskPower and SaskEnergy;
- provided input to government's response to the Tobacco Control Committee Report and follow-up to the Report's recommendations;
- implemented a revised distribution strategy for the Associated Entities Fund including:
 - i) working with SaskSport, the Board of Trustees, and related committees to clarify processes and responsibilities
 - ii) redesigning the grant application and adjudication processes
 - iii) revising program guidelines and application process for the Community Grants component
 - iv) designing a problem gambling program component with the Department of Health
 - v) negotiating a revised administrative structure for Métis funding
 - vi) implementing the Cultural Facilities Grant Program
 - vii) amending the relevant legislation;
- prepared reports and completed reviews of various programs and issues including the:
 - i) Urban Parks Program
 - ii) Provincial Disaster Assistance Program
 - iii) Transit Assistance for the Disabled Program
 - iv) policy guidelines for the creation of resort villages
 - v) reporting issues for election financing
 - vi) development of a Heritage Buildings Policy for Saskatchewan Property Management Corporation
 - vii) SAMA and Assessment Responsibilities
- participated in the Interdepartmental Immigration Committee and in consultations toward developing a Saskatchewan Immigration Policy;
- coordinated department policy input and response to oil and gas industry concerns over municipal tax policies, approvals of seismic exploration, and land use controls

MUNICIPAL AFFAIRS AND HOUSING

- affecting oil and gas drilling and heavy-haul road agreements;
 - continued to participate in the Lotteries Strategic Review Committee;
 - implemented provisions of the new Lottery Agreement, including:
 - i) changes to payment approach for institutional agencies
 - ii) review of Lottery Funding Eligibility Criteria
 - iii) review of the existing sports, culture and recreation delivery system
 - iv) review of lottery funding to the Province's aboriginal population
 - completed policy development and recommendations for provincial funding of a Saskatchewan Arts Stabilization Program.
- complete draft amendments to *The Assessment Management Agency Act*;
 - undertake a review of the Lloydminster Charter with Alberta and the City of Lloydminster;
 - prepare recommendations on future policy for utility crown corporation payments (SaskPower, SaskEnergy) to municipalities;
 - prepare recommendations on the future Transit for the Disabled funding program;
 - conduct consultation and develop policy on local government election financing and prepare and submit legislative amendments;
 - prepare preliminary assessment regulations for the next reassessment;

FUTURE DIRECTIONS

- complete a review of financial transfer programs to municipalities including recommendations for a future funding strategy;
 - develop a strategy related to Saskatchewan's major cities;
 - continue to co-ordinate the department-wide regulatory review and reform process, including:
 - i) regulations relating to Physical Assessment Re-inspection
 - ii) regulatory amendments on electronic voting and concurrent elections
 - iii) Assessment Appraiser Qualifications Regulations
 - iv) Grants-in-Lieu Program Regulations
 - v) Municipal Public Accounts;
 - continue the process of municipal legislative renewal leading to a renewed Municipal Act(s);
- co-ordinate legislative processes for all Acts under department jurisdiction;
 - review the rural property tax exemptions focusing on intensive agricultural operations;
 - develop a discussion paper on property tax deferment; and
 - conduct stakeholder consultation and implement policy and/or legislative recommendation regarding the formation of resort villages.

GRANTS ADMINISTRATION AND PROVINCIAL-MUNICIPAL RELATIONS

The Grants Administration and Provincial-Municipal Relations Branch is comprised of three sections and delivers service in four key areas: financial transfer and grant programs, municipal financial management and reporting, liaison and relationships with municipalities and their associations, and public and multitype library services.

MUNICIPAL AFFAIRS AND HOUSING

Grants Administration and Financial Information

The Grants Administration section provides grant and transfer programs to the municipal, cultural and cultural-tourism sectors, provides technical expertise to municipal administrators, clerks and auditors relating to financial reporting standards and policies, and compiles and generates statistics on municipal financial performance and health.

Provincial-Municipal Relations

The Provincial-Municipal Relations section undertakes liaison and consultation with the municipal sector. It co-ordinates the department's involvement at municipal-sector meetings and conventions. The section also provides program advisory services to the cultural industries sector and the Urban Parks Program.

Provincial Library

The Provincial Library co-ordinates the province's public library system, facilitates the development of a multitype library system of public, special, post-secondary and school libraries, participates on the Multitype Library Board, and encourages co-operation and resource sharing among all libraries in the province.

GOALS

- continue developing processes for effective relationships with municipalities, their associations, and the public library systems;
- deliver the government's financial assistance programs for the municipal and library sectors;
- develop and maintain performance and financial reporting systems for municipalities and public libraries that promotes public accountability and transparency; and

- continue to co-ordinate the sharing of library resources among all libraries in the province.

ACCOMPLISHMENTS

- delivered more than \$113 million in provincial grants through 18 programs;
- negotiated an agreement with the Federal Government for the Canada-Saskatchewan Infrastructure Program, and implemented an application process for 2001;
- finalized delivery of the Policing Costs Restructuring Assistance Program;
- reviewed 297 rural financial statements and 516 urban financial statements;
- conducted a survey of municipal mill rates for 808 rural and urban municipalities and prepared a statistical report;
- introduced a post audit process for Provincial-Municipal Infrastructure Program projects;
- co-ordinated four Municipal-Provincial and Northern Roundtable sessions and managed the department's involvement in conferences, meetings and workshops;
- facilitated a process to develop consensus with SUMA and SARM on the impediments to voluntary municipal restructuring;
- continued the implementation of the Saskatchewan Film Employment Tax Credit program. In turn, 25 Film Employment Tax Credit Certificates were processed for a total of \$4,154,079;
- continued the administration and delivery of the \$200,000 Cultural Industries Development Fund, that targets entrepreneurs working in book and magazine publishing, sound recording, film

MUNICIPAL AFFAIRS AND HOUSING

and video production and multimedia, by providing financial services;

- developed an agreement with the Saskatchewan Arts Board regarding provincial support for the Saskatchewan Arts Stabilization Program that will be administered and delivered by the Saskatchewan Arts Stabilization Program Board;
- negotiated a joint purchase with the 10 public library systems for a web gateway to facilitate the access and retrieval of information and resources held in Saskatchewan libraries through a single search;
- provided operating funds, secretariat services and research support to the Multitype Library Board;
- implemented public sector accounting principles in the audited financial statements of the public library systems to ensure comparability;
- transferred the operation of the Administrative Northern Library Grant Program to the Paskisimon Nuyeháh Library System;
- implemented revised cataloguing processes based on a review of province-wide cataloguing services and consultation with library systems;
- implemented the new Saskatchewan Libraries web site, including the GIS map feature that can visually locate libraries to street level location and link to the directory of library information;
- took the Saskatchewan Libraries Ask Us!, the virtual reference service, from a pilot project to a permanent, province-wide e-library service with all libraries participating;

- consulted with client libraries and began a strategic planning process for the Provincial Library;
- initiated a Virtual Saskatchewan Collection to identify relevant materials regardless of where the materials are held in Saskatchewan;
- worked with the Saskatchewan Library Association to distribute computers and software donated by the Bill and Melinda Gates Foundation of almost \$1 million for public access computers for Internet access to 104 public libraries in lower income areas;
- worked with the Saskatchewan Library Trustees' Association and the Information Technology Office, Economic and Co-operative Development on a proposal to include the Provincial Libraries in the CommunityNet initiative; and
- initiated the dispersal of the Provincial Library's collection of older non-fiction materials, government publications and journal holdings to public, academic and special libraries as supported by the public library community.

FUTURE DIRECTIONS

- enhance consultations, liaison and relationships with the municipal sector on issues such as voluntary municipal restructuring;
- implement the Canada-Saskatchewan Infrastructure Program over the next five years;
- develop a new Municipal Financial Information Return for municipalities to provide financial information to the department and a database to record this information;

MUNICIPAL AFFAIRS AND HOUSING

- lead and co-ordinate the sharing and redistribution of parts of the Provincial Library collection to public libraries, other Saskatchewan libraries, and the National Library;
- monitor and evaluate the year 2000 implementation of public sector accounting principles in the audited financial statements of the public library systems and determine further changes required to ensure compatibility;
- implement and provide training on revised cataloguing standards to achieve the level of search results consistency from the Gateway as required by the participating partners;
- prepare for the next phase of e-library service, that is, software for an interlibrary loan request management system to facilitate citizens and library staff to electronically request library materials and remote patron authentication to validate Saskatchewan citizens for the full suite of e-library services; and
- negotiate a third province-wide license for a newspaper database and stabilize funding administration of this program for libraries to co-operate in the purchase of these high-cost information resources.
- identifies, preserves and manages provincial heritage resources;
- works with municipalities and other organizations to ensure that all Saskatchewan people have reasonable access to arts, cultural, sport and recreation opportunities (prior to February 10th, 2001); and
- promotes Saskatchewan's multicultural identity and assists in immigrant settlement.

Prior to its reorganization in February 2001, the branch was organized into the following: Arts, Culture and Multiculturalism, Sport and Recreation, Heritage Resources and the Saskatchewan Heritage Foundation, Community Planning Services, Municipal Advisory Services, and Northern Municipal Services.

Arts, Culture and Multiculturalism, Sport and Recreation

These Units:

- promote the benefits and the role of sport, recreation, culture and the arts as a vehicle to enhance social and economic development of communities and as a means of building healthy communities;
- work with service delivery-based organizations to facilitate access to arts, culture, sport and recreation opportunities for all Saskatchewan people;
- promote Saskatchewan's multicultural identity within the context of *The Multiculturalism Act, 1997*;
- encourage the viability and effectiveness of community services, the skills of volunteers and facilitate opportunities for inter-community co-operation;
- support the organizations that assist in the settlement of immigrants in Saskatchewan; and

COMMUNITY SUPPORT SERVICES

The Community Support Services Branch contributes to the quality of life in Saskatchewan communities.

The branch:

- promotes capable and effective management in urban, rural and northern municipalities;
- supports, maintains and develops the system for municipal governance;
- promotes the sustainable and economical development of communities;

MUNICIPAL AFFAIRS AND HOUSING

- facilitate the operation of the Saskatchewan Summer and Winter Games and, with others in the sport community, work to ensure that Saskatchewan is fully represented at the Canada Games and Western Canada Games programs.
- assisted the Elimination of Racism in Sport and Recreation Committee in the delivery of 20 workshops;

GOALS

- provide leadership in policy direction for the sport, recreation, arts, culture, multicultural and lottery delivery systems including how these systems contribute to addressing social and economic issues;
- promote and facilitate access to quality opportunities in sport, recreation, the arts and culture for all Saskatchewan citizens;
- provide facilitation, leadership and technical support to inter-departmental/inter-sectoral committees, inter-provincial programs, the Saskatchewan Lotteries Trust Fund, and sport, recreation, culture, and arts organizations and agencies at provincial, regional and community levels;
- provide leadership, consultative and technical support to the Saskatchewan Games Program and other Multi-Sport Games Programs including the Canada Games and Western Canada Summer Games;
- represent Saskatchewan interests on federal/provincial/territorial committees; and
- raise awareness and encourage an understanding and celebration of our cultural differences.
- provided leadership, facilitated and co-chaired the Prairie Regional Sport Conference held in Saskatchewan;
- participated in implementing the high performance sport development strategy of the 2001 Canada Games, and provided ongoing consultative support in implementing the strategy for athletes and coaches with the forum on Canada Games Programs, particularly the 2005 Canada Summer Games to be hosted in Saskatchewan;
- supported the federal-provincial/territorial governments joint initiative to reduce physical inactivity among Canadians by 10 per cent by the year 2003;
- facilitated a pilot Sport Council Project strengthening sport development and increased participation opportunities for northern athletes, culminating in their participation at the 2000 Saskatchewan Summer Games;
- continued consultative support and resources to the Regional Intersectoral Committees on human services; and
- initiated the evaluation of the Community Grant Program on Race Relations with anticipated completion in 2001/2002.

Heritage Resources and the Saskatchewan Heritage Foundation

These units:

- regulate the conservation, management and development of Saskatchewan's historical, archaeological, paleontological and architectural heritage resources;

ACCOMPLISHMENTS

- provided technical support to the host organizing committees for the 2000 Saskatchewan Summer Games in Yorkton and the 2000 Saskatchewan Seniors 55+ games in Weyburn;

MUNICIPAL AFFAIRS AND HOUSING

- provide advisory services to municipal and community heritage programs and projects and works with lottery funded heritage organizations to develop their programs and projects;
- support the programs of the Saskatchewan Heritage Foundation that provides financial assistance to community heritage projects; and
- participate in the development of provincial and national strategies in response to environmental and social conditions.

GOALS

- provide more effective mechanisms for the management of heritage resources;
- enhance collaboration among heritage interests;
- develop an inventory of provincially significant heritage properties;
- improve public access to heritage information; and
- ensure culturally sensitive management of aboriginal heritage resources.

ACCOMPLISHMENTS

- reviewed 8,786 development projects for heritage resource impact;
- provided the public with access to digital maps of the province's archaeological database;
- conducted 13 field inspections and completed condition reports on the province's most significant "Sites of A Special Nature";
- reinterred the prehistoric human remains of six individuals whose graves were unearthed because of development projects

or erosion and implemented an interagency management agreement for the Central Burial Ground;

- co-developed a policy on managing Crown-owned heritage buildings with the Saskatchewan Property Management Corporation;
- conducted a review and developed policy and research guidelines to revitalize the Provincial Heritage Property designation program. Prepared 26 Heritage Character Statements to guide the development and regulation of these Provincial Heritage Properties;
- provided administrative and technical support to the Saskatchewan Heritage Foundation to allocate grants to 102 heritage projects amounting to \$306,500; and
- supervised the planning and development of the Claybank Brick Plant restoration project.

FUTURE DIRECTIONS

- review an estimated 500-600 land use and development proposals involving 8,000-9,000 land locations to determine heritage impact and mitigation requirements;
- further develop electronic databases and automate information sources to provide more efficient public access to information and programs;
- complete the "Sites of A Special Nature" project to inventory and prepare condition reports on 10-15 significant heritage sites and consult with First Nations on requirements for a management policy;
- enhance the mandate of the Saskatchewan Heritage Foundation Board to respond more efficiently to the changing needs of the heritage community;

MUNICIPAL AFFAIRS AND HOUSING

- discuss changes to *The Heritage Property Act*, with stakeholders and prepare

the policies for the Provincial Heritage Property designation program; and

- continue providing administrative and technical support to the Saskatchewan Heritage Foundation.

Community Planning Services

This unit:

- promotes local municipal capacity to manage community development activities;
- provides professional advice and assistance to rural, urban and northern municipalities and to the public on community planning and administrative matters;
- develops information, policies and programs to provide clients with the tools, skills and abilities to effectively plan and manage the interests of their communities;
- co-ordinates interdepartmental consultation to address provincial interests in the use and development of land;
- consults with other government agencies to identify the potential impacts of proposed developments, First Nations land selections and provincial policies on municipalities, and;
- provides advice to Saskatchewan municipalities on options for future development, and strategic land use planning, zoning bylaws and subdivision.

GOALS

- ensure that provincial legislation in the area of community planning meets the changing needs of municipalities;
- protect provincial interests in land use and development;
- facilitate community planning in a professional and timely manner and develop options for communities to access planning services; and
- provide tools that assist communities in undertaking their own community planning and working with other communities to address joint issues.

ACCOMPLISHMENTS

- initiated a four-year program to install and upgrade water and sewer services in northern communities;
- delivered information sessions to stakeholders and municipal associations;
- developed informational manuals and guides on planning processes for municipalities and the public;
- provided advice and information to municipalities in the provincial review and approval of intensive livestock operations;
- initiated a review and update of *The Planning and Development Act, 1983* with the preparation of discussion papers including a draft statement of provincial interests in land use;
- provided information and technical assistance to the oil and gas industry, especially with regard to development in the Great Sand Hills and the Cypress Hills Upland Area;

MUNICIPAL AFFAIRS AND HOUSING

- assisted in the finalization of a new agreement and land use bylaws for the Lloydminster Planning District;
- supported inter-agency Integrated Resource Management Planning Programs for the Whitehood, Mistatim Marsh- Bjorkdale West Forest, Fort a la Corne Provincial Forest and Nisbet Provincial Forest by providing staff resources and input to ensure the integration of local government interests with provincial environmental objectives; and
- provided inter-agency coordination of provincial, municipal and local interests in following development approval services:
 - continue to install and upgrade water and sewer services in northern communities;
 - draft new planning legislation to address the changing needs of Saskatchewan communities;
 - clearly define the province's interests in land use and development;
 - participate in Government on Line, a program to develop on-line-delivery of services; and
 - review an estimated 3,000 municipal bylaw, subdivision and development applications.

Project Approvals	Type	
Development Plans	Bylaws	3
	Amendments	30
Basic Planning Statements	Bylaws	4
	Amendments	10
Zoning Bylaws	Bylaws	7
	Amendments	219
Subdivisions	Applications	1034
	Approvals	8551
	Rejections	1
	No. of Sites	1310
	Re-Approvals	13
Dedicated Land	Sales/Exchanges	16
Environmental Impact Assessments (EIAs)	Reviewed	34
Intensive Livestock Operations (ILOs)	Reviewed	50
Treaty Land Entitlement (TLE) Selections	Reviewed	150
Annexation Applications	Reviewed	18

Municipal Advisory Services

This unit:

- provides administrative, consultative and technical support services to municipal governments;
- delivers training/education workshops for municipal officials on municipal administration, procedures and policy development;
- reviews and approves applications for changes in municipal status and boundaries;
- assists local governments develop policies and procedures; and
- produces the municipal directory for use by municipalities, government departments, interest groups and the general public.

GOALS

- continue to review the municipal acts and regulations to improve legislation, to remove provincial involvement in municipal matters and to remove impediments to voluntary municipal restructuring;

FUTURE DIRECTIONS

- continue to work with communities to enhance their capacity to make and implement decisions regarding land use and infrastructure planning;

MUNICIPAL AFFAIRS AND HOUSING

- develop services and strategies to strengthen the capacity of local government, and increase their self-reliance;
- present information sessions for municipal clients and newly elected officials in partnership with the Rural Municipal Administrators Association of Saskatchewan (RMAAS) and the Urban Municipal Administrators Association of Saskatchewan (UMAAS) on elections, reassessment policy and tax policy;
- provide educational materials and information on municipal responsibilities, accountability and local government processes; and
- help the municipal sector achieve greater autonomy through providing a Board of Examiners independent of departmental involvement.

ACCOMPLISHMENTS

- conducted information sessions at the annual conventions of the Saskatchewan Association of Rural Municipalities (SARM), the Provincial Association of Resort Communities of Saskatchewan (PARCS), RMAAS and UMAAS;
- developed proposals for amending municipal legislation, to remove provincial involvement in municipal matters and assisted in amending the legislation to remove impediments to voluntary municipal restructuring;
- completed 16 municipal office inspections for certification purposes and submitted reports to the Rural Board of Examiners;
- completed negotiations and implemented Board of Examiners functions independent of department involvement;

- conducted a series of workshops for newly-elected council members, with SARM and SUMA, RMAAS and UMAAS;
- completed the following changes in municipal status and boundaries:

Boundary alterations	14
Organized hamlets reverted	1
Villages dissolved	7
Status changes	2

- provided technical materials on municipal conflict of interest, dangerous dogs and appealing property assessments.

FUTURE DIRECTIONS

- complete a review of nine urban and rural municipal act regulations as part of government’s commitment to review all existing regulations;
- continue developing programs, services and strategies to build the capacity of municipal clients;
- create a community partnership “tool kit” to support municipalities considering voluntary amalgamation;
- continue to provide information for municipal officials in partnership with RMAAS, UMAAS, SUMA and SARM; and
- implement the transfer of responsibility for Board of Examiner’s functions (administration and inspections) to the municipal and administration associations

Northern Municipal Services

Northern Municipal Services is divided into two areas: Northern Municipal Advisory Services and Financial Services.

MUNICIPAL AFFAIRS AND HOUSING

Northern Municipal Advisory Services

This unit:

- provides advisory services for 11 northern settlements, 14 recreational subdivisions, and the unorganized area designated as the Northern Saskatchewan Administration District;
 - provides the link between the Minister of Municipal Affairs and Housing as mayor and the locally-elected advisory committees of northern settlements, and the cottage owners' associations of recreational subdivisions;
 - supports northern municipalities in carrying out their legislative, administrative and financial responsibilities and activities;
 - fosters capacity building of administrators in the northern communities enhancing their abilities to carry out their responsibilities and provide local governance; and
 - provides advice, guidance and technical information to northern officials and to the public on a wide range of northern municipal matters.
- implement the Northern Water and Sewer Assistance Program which provides financial assistance for water and sewer systems in the communities of northern Saskatchewan, which do not have systems, and for expansion or replacement of existing water and sewer facilities;
 - implement the Northern Residential Subdivision Development Program;
 - contribute to the Northern Strategy by supporting community capacity; and
 - participate with other provincial departments and agencies in activities related to the Northern Revenue Sharing Trust Account Management Board, the Saskatchewan Association of Northern Communities (New North) and the Northern Municipal Roundtable.

Financial Services

This unit:

- administers the Northern Revenue Sharing Trust Account;
- manages and controls the department's northern operating, capital, and water and sewer grants programs; and,
- provides municipal accounting assistance, advice, and information to northern settlements and recreational subdivisions.

GOALS

- support the staff of northern municipalities to independently manage and conduct local governance;

ACCOMPLISHMENTS

- completed more than 325 community visits in support of northern municipal governments and responded to more than 3,500 inquiries;
- developed and distributed program guidelines for the Northern Residential Subdivision Development Program;
- provided support to the operations of the Northern Revenue Sharing Trust Account Management Board (NRSTAMB);
- introduced and implemented the first of a four-year \$24.5 million Northern Water and Sewer Assistance Program, that will see:
 - i) new systems built in eight small communities that have not previously had public water and sewer services;
 - ii) a completely new system for the community of Stony Rapids, and
 - iii) upgrades for 25 other communities;

MUNICIPAL AFFAIRS AND HOUSING

- administered and delivered the northern operating, capital, and water and sewer grants programs, disbursing \$8.75 million under those programs during the calendar year 2000;
- administered the Northern Revenue Sharing Trust Account for the fiscal year ended December 31, 2000, that resulted in an operating surplus for the year of \$4.9 million; and
- responded to requests for information on the operations of municipal government in northern Saskatchewan.
- develop informational material for northern administrative officials and provide mentoring for a Northern Administrator's pilot course through Northlands College;
- assist, facilitate, and encourage northern municipalities to participate in the Northern Residential Subdivision Development Program;
- support northern settlements participation in Community Regional Economic Development Organizations (CREDO) and/or other joint venture agreements;

FUTURE DIRECTIONS

- administer the Northern Revenue Sharing Trust Account as a vehicle to support ongoing operating and capital funding assistance to northern municipalities;
- supports northern settlements, recreational subdivisions and the northern community by providing advice on The Northern Municipalities Act, the regulations under that act, and on the administration and delivery of other department's programs and services;
- move towards a more independent relationship with the NRSTAMB enabling the board to operate more at arms-length from government;
- deliver the fourth year of the five-year, \$6 million Northern Capital Grants Program and begin planning work to review and determine future needs of northern communities;
- continue to provide financial and administration support for the \$24.5 million Northern Water and Sewer Infrastructure Program;
- support Treaty Land Entitlement (TLE) efforts in northern Saskatchewan, and manage and direct the dissolution or status reversion of any northern municipality that may occur as a result of TLE activities;
- develop a northern strategy to better respond to the changing needs of northern municipalities;
- build community capacity that encourages northern municipalities to undertake their own local governance, improving self-reliance; and
- review the Northern Municipal Act to modernize administrative tools for northern communities and meet northern needs.

MULTITYPE LIBRARY BOARD

THE MULTITYPE LIBRARY BOARD

The Multitype Library Board was established under *The Libraries Co-operation Act* to facilitate the co-operative development of the multitype library system in Saskatchewan. Appointed representatives of all library sectors in Saskatchewan meet and discuss ways in which libraries can share resources and services. The partners in the multitype library system include public, school, special and post-secondary education libraries, as well as other information providers and the Saskatchewan Provincial Library.

As members of the first board completed their terms, new members were appointed as follows: Audrey Mark, public libraries; Sharon Doepker, special libraries; Bob Foley and David Fox, post-secondary education libraries; and Brenda Kondra, school libraries. The Board met June 1–2, 2000; February 5–6, 2001 and March 19, 2001.

GOALS

- guide the development of a multitype library system in Saskatchewan;
- increase the library community's and the public's awareness of multitype library initiatives and the benefits of increased cooperation across library sectors; and
- stabilize the program for province-wide co-operative licensing of magazine and journal databases for all types of Saskatchewan libraries.

ACCOMPLISHMENTS

- organized educational and awareness activities for the Saskatchewan library community;
- developed a list server to send the Multitype Library Board's Communiqués that are issued after each meeting to stakeholders across all four library sectors;

- achieved full partnership of all four sectors of multitype in the province-wide licensing of information databases with Saskatchewan Education's contribution on behalf of the K-12 schools. Access is now available to over 2000 full text journals including Canadian journals and newspapers; and
- completed a successful pilot project to allow home access to the on-line magazine databases in the Chinook Regional Library system. Established home access as a permanent service in five public library systems.

FUTURE DIRECTIONS

- plan for a promotion campaign that is directed towards a public audience to highlight the value of all libraries;
- establish a bursary program, through the Saskatchewan Library Association, to assist Saskatchewan residents to obtain a Master of Library Science degree and return to Saskatchewan for employment;
- support the development of a virtual Saskatchewan collection by encouraging participation of all libraries province-wide in this program; and
- work towards extending the public libraries' Gateway and other seamless access initiatives beyond the public library sector to include all other types of libraries.

MUNICIPAL AFFAIRS AND HOUSING

HOUSING

The Housing Division of Municipal Affairs and Housing is responsible for housing in the province. It works with other government departments to identify housing needs and through the Saskatchewan Housing Corporation (SHC) provides quality programs and affordable housing for residents with an identified need.

The challenges facing the department in terms of its **housing** commitment include:

- the market being unable to meet all housing needs;
- growing expectations for affordable housing; and
- federal government withdrawal from social housing initiatives.

SHC owns housing units and maintains agreements with more than 450 organizations to manage the day-to-day operations of 32,000 housing units. SHC complements the work of the housing system by working with housing authorities, housing co-operatives and non-profit (NP) agencies.

Households assisted through SHC management agreements:	
Senior	14,000
Family	11,500
Special needs	6,500
Total	<u>32,000</u>

Households managed by housing partner agreements:	
SHC	2,000
Housing Authorities	18,000
Non-Profit and Co-ops	12,000
Total	<u>32,000</u>

The Minister responsible for SHC establishes local housing authorities and appoints volunteer board members who are nominated through community, provincial and federal participation. There are approximately 300 housing

authorities in the province.

The operating costs of \$160 million are funded by tenant rents, the federal government, the provincial government, municipalities and other partners.

SHC activities are carried out through three branches: Policy and Program Services, Program Operations and Financial Operations.

Policy And Program Services

The branch develops and evaluates policies, programs and housing services in response to changing trends and needs through:

- collaboration with stakeholders, other departments and agencies, and other levels of government;
- evaluation of programs and services, and the monitoring and analysis of economic and demographic trends;
- research and analysis of tenant characteristics to address health, social and safety needs of tenants; and
- mortgage and loan administration.

Program Operations

The branch administers the social and affordable housing programs for low-to-moderate income households through:

- consistent application of policies throughout the more than 450 management groups of housing authorities, housing co-operatives, private landlords and non-profit housing organizations;
- facilitation of housing services to support the safety, independence and well-being of tenants;
- technical assistance, inspection services, training and property management advice to those who manage the housing portfolio; and

MUNICIPAL AFFAIRS AND HOUSING

- delivery of new programs and administration of SHC's land holdings.

Financial Operations

The branch delivers residential repair programs for low-income households and tenants. It also co-ordinates financial services and business information systems for SHC, housing authorities and non-profit housing organizations by:

- establishing financial policies and operating information systems to meet management and legislative reporting requirements;
- co-ordinating budgets and forecasts;
- providing treasury and debt management services; and
- developing business systems and information technology to meet operating requirements of the province-wide housing network.

GOAL

- affordable, adequate housing for Saskatchewan residents.

ACCOMPLISHMENTS

- improved the availability of housing for those who cannot afford housing available through the marketplace;
- increased home ownership:
 - i) fifty-two families in Prince Albert, Regina, Saskatoon and Moose Jaw became new homeowners through the Neighbourhood Home Ownership Program (NHOP) in 2000-01. Initiated as a pilot in 1997, SHC continues to work with community development organizations that help form homeowner co-ops to purchase homes. Since the inception of NHOP, 123 low-to-moderate income families now own their own homes.

- ii) six northern families now own the homes they had continuously rented for a minimum of six years. The Northern Rental Purchase Option (NRPO) offers eligible long term Social Housing rental families the option to purchase their home in northern communities where no housing market exists. The 2000-01 payouts of \$261,500 are part of the \$9 million three-year northern funding package announced in 1999-2000.

- iii) fifteen northern families became homeowners by paying off their mortgage to SHC and obtaining private financing for the balance of the discounted amount. The 2000-01 Mortgage Discount Option (MDO) payouts totalled \$332,000 and is also part of the three-year funding package announced in 1999-2000. Since the inception in 1998, 31 families have taken advantage of the option and become homeowners.

- iv) fourteen units were committed in five northern communities under the Remote Housing Program that assists northerners to own their own homes through a self build option.

- provided rental accommodation:
 - i) purchased 72 rental units in Prince Albert to maintain rents at an affordable level for low-to-moderate income families. Since 1998, 454 units have been purchased in North Battleford, Prince Albert, Regina, and Saskatoon and are operated on a break-even basis.
- provided Saskatchewan Assisted Living Services (SALS):
 - i) approved 43 new sites for SALS. Individuals living in senior social housing in 124 Saskatchewan communities now have access to

MUNICIPAL AFFAIRS AND HOUSING

- SALS services. Tenants in 5,475 units, including 243 units in six non-profit owned buildings, have the opportunity to access five optional services to assist them in maintaining their independence (social and recreational activities, personal response system, laundry, housekeeping and up to one meal per day).
- ii) completed work on seniors' projects in Hudson Bay and Humboldt where 47 existing units were either relocated or linked to common amenity space and expanded and improved facilities for more than 275 seniors in Saskatoon through renovations to Scott Forget towers to support the implementation of SALS.
 - provided greater access to social housing by:
 - i) starting construction of a new 26-unit seniors complex on the site of the former Southwest Lodge in Shaunavon. The Health District provided the land, and the Town of Shaunavon and surrounding municipalities are providing 20 per cent of the capital financing; and
 - ii) completed construction of 17 houses that were part of the 60 new social housing units announced for the north in 1998 and 1999.
 - softened the impact of extreme fluctuations in fiscal, demographic and economic conditions on local housing markets, SHC accomplished the following:
 - i) provided capital grants in three northern communities for the construction of eight new rental units. Since 1997-98, the Rental Market Assistance Program (RMAP) has brought together private developers, municipalities and non-profit groups to build 93 units in Northern Saskatchewan. The units are then operated and owned by the sponsors.
 - ii) provided new Life lease projects for seniors in Regina and Yorkton, and began construction on the 50-unit Arbor Green project in Saskatoon. Life lease projects enable low-to-modest income seniors to use the equity from their former homes in return for a life lease on a unit in a project that can accommodate the delivery of optional support services. The sale of the senior's former homes will increase the availability of affordable family homes for younger families.
 - iii) committed \$8.9M from the Centenary Fund to address Housing infrastructure needs over four years. In 2000-01, projects approved were:
 - providing capital funds to maintain affordable occupancy fees for Seniors' Life lease projects in Saskatoon, Regina and Yorkton;
 - funding towards three of 12 units in Abbeyfield House in Prince Albert, to maintain affordable rents for low-income tenants;
 - Funding for the Saskatoon YWCA, to renovate and refurbish shelter for victims of domestic violence;
 - Saskatoon Housing Initiative Partnership (SHIP)-establishing a housing investment fund to assist ten modest-income families acquire homes;
 - constructing housing in LaLoche
 - iv) held meetings and workshops with over 100 stakeholder groups. The emergence of common themes and concerns will help the department focus housing efforts over the next five years.

MUNICIPAL AFFAIRS AND HOUSING

- increased organizational efficiency and effectiveness:
 - i) evaluated two programs using the new program evaluation process framework developed in 1999-2000. The intent is to use the framework for all of SHC's programs to enhance our ability to make the best use of limited resources, and to fulfil the commitment to the Social Housing Agreement with the federal government.
 - ii) upgraded and integrated business systems for SHC and housing authorities.
 - iii) initiated a two-year Housing Management Training Program with Saskatchewan Institute of Applied Sciences and Technology (SIAST), Northlands College and northern housing agencies to train property managers for potential employment within the housing network.
- provided repair programs:
 - i) repair programs providing financial assistance of more than \$5 million to individuals living in 737 households. The repairs were required to change the access to or design of their homes to accommodate special needs, or make their homes healthier and safer for independent living. One hundred and nineteen of these households were located in the north where repair program costs totaled \$848,000. The province solely funded the Home Modification for the Disabled (Home Mod) Program, and cost shared the RRAP, and HASI programs with the federal government;
 - ii) enabled individuals with special needs to remain independent by renovating Waterston Centre for homeless men in Regina, and Pleasant Hill Place in

Saskatoon for teen mothers and their children. The young mothers live in a nine-bedroom house, prepare their own meals, and help each other with homework while they return to high school; and

- iii) provided almost \$700,000 to ten shelters for the increase and improvement of 182 emergency shelter units available for women, children and youth that are victims of family violence. The Shelter Enhancement Program is cost shared with the federal government.

Repair Program Funding Provided in 2000-2001			
Programs Assistance	# Units/beds		
Committed			
RRAP			
-Homeowner		282	\$2,560,000
-Rental	128		1,023,000
-Disabled		88	742,000
-Emergency repair		125	589,000
HASI		62	129,000
HOME MOD		52	91,000
*Home repair			
sub total		737	\$5,134,000
SHELTER ENHANCEMENT			
-Renovation		176	346,000
-New projects	6		330,000
*Shelter enhancement			
sub total		182	676,000
TOTAL		<u>919</u>	<u>\$ 5,810,000</u>

FUTURE DIRECTIONS

- develop a renewed housing strategy that supports government priorities and initiatives;
- continue drawing on the capacity and expertise of new and innovative partnerships:
 - i) to develop home ownership options for lower-income families in inner city areas and northern communities

- ii) for delivering projects with innovative financing options;
- implement the second year of programming under the new three year \$9 million funding pool to reduce housing needs in the north;
- begin implementation of a single, integrated business system for SHC and the housing authorities;
- continue to provide supportive environments and services for clients, that promote self-sufficiency; and
- pursue opportunities to partner with the federal government and others to provide funds and research for housing and to address the growing need for affordable housing.

For more detailed information and housing statistics, please see the Saskatchewan Housing Corporation's 2000 Annual Report.

MUNICIPAL AFFAIRS AND HOUSING

PROTECTION AND EMERGENCY SERVICES

The Protection and Emergency Services Branch protects the public against unseen perils through inspection and licensing programs, as well as training, advisory and support services for local authorities.

The **public safety sector** faces the challenges of:

- growing expectations for more services;
- economic and demographic influences;
- local service delivery capacity; and
- capacity to participate in national initiatives and issues.

The branch administers a wide range of public safety programs involving regulation, enforcement and technical advisory services. It supports public safety through: Licensing and Inspection Services; the Office of the Fire Commissioner; Building Standards; Saskatchewan Emergency Planning; and Sask911.

Licensing and Inspection Services

This unit preserves public safety through regulatory and enforcement programs that are operated on a fee-for-service basis. Programs focus on the commercial, institutional and industrial sectors of the province, but the safety benefits help to protect all Saskatchewan residents.

The unit:

- administers boiler and pressure vessel programs that focus on six areas:
 - i) review and registration of equipment design
 - ii) inspection during manufacture
 - iii) inspection during initial installation
 - iv) licensing and periodic in-service inspections
 - v) licensing and certification of manufacturers, installers and welders
 - vi) examination, certification and licensing of boiler operators and engineers

- administers elevator and amusement ride safety programs that focus on:
 - i) verification and registration of equipment designs
 - ii) inspection during installation to ensure that safety requirements in the design are functional
 - iii) licensing and periodic inspection when the equipment is in operational service
- administers licensing programs for contractors and individuals that perform gas and electrical installations.

GOALS

- protect public safety through regulatory programs aimed at minimizing risk associated with the use of pressure equipment, elevating and amusement ride devices, and gas and electrical installations; and
- continue to review legislation and regulations to modernize and revitalize programs to meet the needs of government, industry and the public.

ACCOMPLISHMENTS

- continued development of new regulations under *The Boiler and Pressure Vessel Act, 1999*;
- participated in the government-labour-industry committee reviewing the use of restricted electrical licences under *The Electrical Licensing Act*;
- conducted 10,028 inspections of the approximately 9,800 boilers and 27,000 pressure vessels in active operation throughout the province including 7,763 periodic in-service inspections and 2,265 initial inspections of newly installed pressure equipment;
- made 76 visits to inspect pressure equipment during manufacture (for use in

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Saskatchewan or for export to other provinces and countries);

- made 61 visits to operating plants to inspect repairs and alterations to pressure equipment and piping systems;
- issued 5,607 orders and recommendations to correct potentially hazardous or non-compliant conditions;
- reviewed 1,914 pressure equipment design packages submitted for registration by manufacturers from around the world including 153 individual welding procedures and 181 Quality Control Program manuals;
- registered 1,836 (of the 1,914) pressure equipment design packages with the remaining reviews carried over to 2001-2002;
- administered 768 individual welders' performance qualification tests and registered an additional 291 out-of-province welders' certificates to authorize use in the province;
- conducted quarterly examinations for power engineer and fireman certification in Regina and Saskatoon, and held 29 special sittings in response to industry and community college requests;
- administered 1,870 individual examination papers involving all classes of power engineers and fireman certificates and issued 657 certificates to qualifying candidates;
- issued 2,084 five year registrations to certificate holders to maintain previously issued certificates;
- investigated eight incidents which resulted in property damage, involving three cargo

transport tanker roll-overs, two boilers overheating, one furnace side boiler explosion, a refrigeration coil and a stationary pressure vessel ;

- reviewed and registered 111 design packages related to proposed new elevating device installations in the province;
- licensed 2,675 elevating devices:

Licenses Issued under <i>The Passenger and Freight Elevator Act</i>		
Type of Licence	2000-01	1999-00
Passenger Elevator	1,573	1,524
Freight Elevator	256	254
Dumbwaiter	128	129
Lifts for Handicapped	534	502
Manlifts	132	123
Escalators	21	25
Chair Lifts	4	3
T-bars	11	12
Rope-tow	16	18
Total	<u>2,675</u>	<u>2,590</u>

- completed 2,205 inspections on elevating devices and issued 1,158 correction orders (690 orders were cleared by year-end with the balance carried over to the first quarter of 2001-2002);
- inspected and licensed 200 amusement rides;
- investigated seven reported incidents involving two elevators, two escalators, two amusement rides and one ski-lift;
- issued 1,974 electrical licences and 1,092 gas licences to individuals and contractors;
- 5,497 and 3,179 licences respectively were in effect under *The Electrical Licensing Act* and *The Gas Licensing Act*; and
- initiated eight recourse-to-bond actions under the guarantee bond provisions of

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contractor's licences to remedy defective workmanship where the responsible contractor failed to respond to correction notices.

FUTURE DIRECTIONS

- complete new regulations to support *The Boiler and Pressure Vessel Act, 1999* and provide a modern regulation framework for the boiler and pressure vessel sector in consultation with industry;
- continue to review *The Electrical Licensing Act* to provide an up-to-date legislative and regulatory framework;
- initiate a review of *The Gas Licensing Act* to provide an updated legislative and regulatory framework;
- complete the interim update of *The Passenger and Freight Elevator Regulations* to current codes and standards; and
- protect public safety through regulatory and enforcement programs.

The Office of the Fire Commissioner

This unit provides communities, fire departments and emergency service organizations with information, education, and leadership to enhance their capabilities to protect people, property and the environment from the effects of fire.

The unit:

- advises municipalities on all aspects of fire protection;
- conducts fire prevention activities such as building inspections, building plan reviews and public education in conjunction with municipalities;
- participates in training and education of fire service personnel; and

- investigates fires and provides program support including the gathering and analysis of fire statistics.

For more detailed information and fire statistics, please see the Office of the Fire Commissioner's 2000 Annual Report.

GOALS

- contribute to a reduction in fire-related losses;
- advance training and education for fire services personnel by making it more accessible and by providing testing and certification; and
- expand co-operation in the delivery of fire prevention, public education and fire investigation programs and strengthen partnerships with all organizations that have an interest in promoting fire safety.

ACCOMPLISHMENTS

- recorded 17 fire-related fatalities in the province, which is less than the ten-year average of 22 fatalities per year;
- completed more than 100 fire investigations in conjunction with police and insurance agencies, for major loss fires (including deaths and suspicious fires);
- continued fire service certification programs and issued 192 International Fire Services Accreditation Congress certificates;
- continued to support the implementation of Risk Watch™ bringing police, fire, health, and educational representatives together to help reduce preventable accidents involving children;
- hosted the third annual Public Fire and Life Safety Educator's Conference for approximately 100 participants;

MUNICIPAL AFFAIRS AND HOUSING

- continued to implement the Emergency Service Telecommunications Program;
- provided input, advice and co-ordination on fire prevention and protection issues for the Fire Service Joint Council Ministerial Advisory Committee;
- worked with the Regina Fire Department and Regina Home Builders Association on the annual smoke alarm awareness campaign for the inner city;
- participated with Saskatchewan Post-Secondary Education and Skills Training in a review of human resource development requirements for the Fire/Rescue Sector;
- hosted a poster colouring contest during Fire Prevention Week (October, 2000), with entries from 6,730 students from more than 194 schools;
- published and distributed the *Fire Commissioner's Newsletter*; and
- participated in consultations with Saskatchewan stakeholders on objectives for national objective-based fire codes.

FUTURE DIRECTIONS

- work with organizations throughout the province to make training more accessible while expanding co-operation in fire protection, public education and fire investigation;
- assist in developing self-sufficiency at the local level and provide support for local authorities through advisory services and training in the areas of plan reviews, inspections and investigations;
- maintain relationships with the Manitoba Emergency Services College and Alberta Fire Training School for members of fire departments in Saskatchewan; and

- participate in the development of an improved national code development system, and prepare for implementation of objective-based codes for the National Fire Code of Canada.

Building Standards

The unit oversees provincial standards for building construction related to fire and health safety, structural adequacy, and barrier-free accessibility.

The unit:

- monitors and updates legislation and regulations concerning building and accessibility to reflect national standards and accommodate innovation in products, material and methods;
 - assist owners, designers, builders and others to comply with these requirements by interpreting standards and legislation and by gathering and distributing information;
 - advises municipalities on the administration and enforcement of provincial standards and helps them develop building bylaws and control building construction within their jurisdictions;
 - reviews applications and qualifications of building officials, issuing three primary classes of building officials' licences; and
 - provides administrative and technical support for the Saskatchewan Building and Accessibility Standards Appeal Board.
- ## GOALS
- provide code users with useful and timely interpretation of building and accessibility standards, as well as guidance on the administration and application of these standards; and
 - distribute relevant information to code users.

MUNICIPAL AFFAIRS AND HOUSING

ACCOMPLISHMENTS

- answered 860 technical inquiries regarding application of the National Building Code and 531 general inquiries regarding legislation affecting building construction;
 - reviewed 48 municipal building bylaws and answered 176 inquiries about building bylaws and administrative procedures;
 - responded to 111 inquiries related to building officials' licences and issued 31 licences, for a total of 108 active licences;
 - published and distributed the *Building Officials' Newsletter* to municipalities, building officials, designers, and others in the construction industry; and
 - planned and participated in consultations on objectives for national objective-based codes.
- serves as a central coordinating agency for provincial government resources during a state of emergency;
 - assists government departments, Crown corporations and agencies with emergency planning;
 - provides on-site consultation to municipal officials during local government states of emergency; and
 - encourages the formation of local government emergency measures organizations and aids in the development of local emergency plans by:
 - i) delivering education and training programs
 - ii) coordinating the delivery of the Joint Emergency Preparedness Program with the federal government.

FUTURE DIRECTIONS

- provide code users with useful and timely interpretation of building and accessibility standards, and guidance on the administration and application of these standards;
- continue implementation of an improved national code development system and development of objective-based codes with the National Research Council of Canada; and
- initiate discussions with Saskatchewan code users on readiness for adoption of objective-based codes.

Saskatchewan Emergency Planning

This unit:

- maintains the Provincial Emergency Plan and contingencies;

GOALS

- Improve awareness of the importance of emergency planning and preparedness;
- co-operatively develop and deliver emergency preparedness services and training for provincial and municipal officials; and
- assist local authorities in developing proficiency in emergency planning and preparedness.

ACCOMPLISHMENTS

- responded to several municipal emergency situations and provided support to local officials dealing with crisis management;
- developed contingencies for use by the Provincial Planning Committee;
- began a comprehensive review of emergency planning and preparedness;

MUNICIPAL AFFAIRS AND HOUSING

- continued assisting municipal government's conversion to Priority Access for Dialing telecommunication system;
- worked with Saskatchewan Environment and Resource Management in developing a hazardous materials spill training course;
- delivered training and education programs for provincial and local officials;
- continued to work as a member of the joint Canada-United States Prairie Regional Emergency Management Advisory Committee to maintain protocols for the exchange of resources if needed.

FUTURE DIRECTIONS

- complete the review of emergency planning and preparedness and begin to implement changes as appropriate;
- test the provincial emergency plan and related contingencies through trial exercises;
- update municipal emergency measures and mutual aid area data base;
- deliver training and education programs to all levels of government; and
- support other organizations interested in emergency planning, preparedness and management.

Sask911

The Emergency 911 System Act was proclaimed in 1996 providing the legislative authority for development and implementation of Enhanced 9-1-1 service province-wide. Once completed, the Sask911 system will ensure that, by dialing 9-1-1 from any land line telephone in the province, people will be able to access a trained emergency call-taking operator who has electronic access to automatic number and location information.

Planning and implementation of the Sask911 system continued in 2000-2001 through collaboration with the Sask911 Public Safety Answering Points (PSAPs), municipalities, health districts, local emergency service providers, SaskTel, and the Departments of Health and Justice.

Expansion continued in southern Saskatchewan with the addition of 70 communities. As of March 31, 2001, Enhanced 9-1-1 call-taking service was available on approximately 50 per cent of all land line telephones in Saskatchewan.

In February 2001, the South Saskatchewan 9-1-1 PSAP located in Swift Current ended its participation as a PSAP in the Sask911 system. All 9-1-1 calls from this area were routed to the Prince Albert PSAP. There was no disruption of service due to the rerouting of calls.

The department's expenditures for Sask911 totaled \$294,936 in 2000-2001, including \$44,936 for the development and advisory committee costs and \$250,000 for addressing and mapping services provided by the Information Services Corporation of Saskatchewan.

GOALS

- coordinate the expansion of Sask911 to areas of the province that do not currently have access to Enhanced 9-1-1 service; and
- create and deliver public education about the Sask911 system in consultation with stakeholders.

ACCOMPLISHMENTS

- coordinated the expansion of Sask911 service across the province, including 70 communities in southern Saskatchewan that began receiving Enhanced 9-1-1;

MUNICIPAL AFFAIRS AND HOUSING

- worked with stakeholders to develop information for the public and deliver public education about the Sask911 system;
- facilitated the transfer of 9-1-1 calls from Swift Current to Prince Albert when the South Saskatchewan 9-1-1 PSAP ceased operations; and
- renewed the Sask911 Service Agreement with the City of Prince Albert.

FUTURE DIRECTIONS

- continue to co-ordinate the expansion of Sask911 to areas of the province that do not have access to Enhanced 9-1-1 service;
- assist with the implementation of Enhanced 9-1-1 service to the new areas to be served by the Prince Albert PSAP;
- work with stakeholders to provide public information and education about the Sask911 system;
- support access to and implementation of electronic mapping for the Sask911 system; and
- renew Sask911 Service Agreements with the Cities of Regina and Saskatoon.

MUNICIPAL AFFAIRS AND HOUSING

FINANCE, ADMINISTRATION AND FACILITIES

The Finance, Administration and Facilities Branch serves the department through two areas: Finance and Administration, and Cultural Tourism Facilities. The branch provides administrative, financial and information systems to all areas of the department. As well, Municipal Affairs and Housing has entered into a service agreement with Culture, Youth and Recreation to provide central services. The branch also manages the Royal Saskatchewan Museum and oversees the department's relationships with the province's cultural tourism facilities.

Finance and Administration

Finance and Administration promotes accountability, strategic thinking and wise management of department resources. Central support services provided are:

- accounting;
- asset management;
- budgeting;
- financial management;
- information technology;
- mail services;
- office accommodation;
- procurement;
- records management; and
- strategic planning

GOALS

- strengthen the department's administrative accountability system;
- advance the department's strategic management practices; and
- enhance information technology services.

ACCOMPLISHMENTS

- processed financial transactions exceeding government benchmarks for timelines and accuracy;

- directed the department in the implementation of government's new performance management and accountability framework;

provided leadership for the development of guiding principles and project review processes for the Centenary Fund;

- coordinated the department's Centenary Fund administration and managed the Heritage Properties and Parks core area projects; and
- provided administrative and financial services for the department of Culture, Youth and Recreation.

FUTURE DIRECTIONS

In 2001-02, the branch will move toward full implementation of the government's planning, performance management and reporting framework, including development of:

- financial plans;
- information technology plans;
- capital plans; and
- performance measures risk assessment and risk management.

Cultural Tourism Facilities

Municipal Affairs, Culture and Housing provided financial support in the form of an operating grant to the following cultural tourism facilities:

- Saskatchewan Western Development Museum;
- Saskatchewan Centre of the Arts;
- Wanuskewin Heritage Park; and
- Saskatchewan Science Centre

Each of the above facilities is governed by an arms-length board of directors and has its own executive director. All of these organizations prepares an annual report covering its operations and activities. Annual reports for the Western Development Museum, the Saskatchewan Centre of the Arts and

MUNICIPAL AFFAIRS AND HOUSING

Wanuskewin Heritage Park are tabled with the Legislative Assembly as required by the enabling legislation for each of those entities. The Science Centre, which is incorporated under The Non-Profit Corporations Act of Saskatchewan, produces an annual report for its membership.

GOAL

- stabilize provincial cultural tourism facilities to enable the study, preservation, and interpretation of Saskatchewan's human and natural heritage for the cultural, educational, scientific, and economic benefit of residents and visitors.

ACCOMPLISHMENTS

During the year progress was made toward the stabilization of provincially managed cultural-tourism facilities.

Western Development Museum:

- The Western Development Museum (WDM) received \$2,365,000 in its provincial grant to address capital infrastructure, conservation and maintenance requirements. This is an increase of \$425,000 over last year's funding.
- The WDM will receive \$3 million over four years through the province's Centenary Fund to support its centennial project Winning the Prairie Gamble. This project will result in new exhibits in each of the four WDM branch locations: Saskatoon, North Battleford, Yorkton and Moose Jaw by 2005.

Wanuskewin Heritage Park:

- The province provided an additional \$250,000, in operating assistance bringing the Park's total funding to \$500,000, to help stabilize the financial operations of Wanuskewin. Through the Wanuskewin's board of directors and in partnership with

the park's other key partners, the province will target this funding to support a sustainable business plan.

Saskatchewan Science Centre:

- The province will provide \$240,000 over four years through the Centenary Fund to develop the Science Centre's exhibits and interactive displays. The Science Centre also receives \$150,000 annually in operating grants from the department.

Saskatchewan Centre of the Arts:

- *The Saskatchewan Centre of the Arts Act, 2000* was introduced to bring the Centre's legislation into line with modern governance and business practices, and to enable the Centre to pursue opportunities that are necessary for it to remain a viable institution.

ROYAL SASKATCHEWAN MUSEUM

The Royal Saskatchewan Museum (RSM) furthers an understanding of Saskatchewan's natural history and aboriginal cultures, past and present.

The RSM acquires, conserves and researches material evidence of human and natural history. It develops and maintains exhibits on the natural history and aboriginal cultures of the province. The museum works co-operatively with First Nations to create exhibits and develop, manage and preserve collections of Saskatchewan's aboriginal cultures.

The RSM advances our knowledge of Saskatchewan's past through the collection, preservation and study of fossils. It also manages collections and conducts research on the province's flora, fauna and ecology. Curriculum-based educational and extension programs are provided to Saskatchewan schools, as well as programs and services for museum visitors.

MUNICIPAL AFFAIRS AND HOUSING

GOALS

- open the Saskatchewan Ecoregions section and continue development of the Global View and Human Factor sections of the Life Sciences Gallery (LSG);
- Develop educational programming for the new Life Sciences Gallery and make improvements to the programs, facilities and displays in the PaleoPit;
- work with Eastend Community Tourism Authority to establish the Royal Saskatchewan Museum Fossil Research Station in the new T. rex Discovery Centre and begin palaeontological operations;
- continue original research in natural and aboriginal history with emphasis on the fossil resources of the Frenchman River Valley and Cypress Hills and the archaeology of Stanley Mission and Brabant Lake in northern Saskatchewan;
- complete discussions with the University of Saskatchewan for research, collections management, and student supervision;
- complete a concept plan for the capital development of the RSM facility in consultation with Saskatchewan Property Management Corporation and Wascana Centre Authority; and
- contribute to the preservation of Saskatchewan's heritage resources and the development of community museums by:
 - i) participating in, and contributing to, the activities and programs of the Museums Association of Saskatchewan;
 - ii) developing policy on the stewardship of fossils and improve public awareness of *The Heritage Property Act* respecting fossil resources; and

- iii) assisting community museums to develop and manage their exhibits and collections.

ACCOMPLISHMENTS

- Exhibits:
 - i) opened the Ecoregions section of the Life Sciences Gallery. The exhibits feature the diversity of Saskatchewan's flora, fauna and landforms from its northern boundary to the Cypress Hills.
 - ii) other exhibit developments included the construction of three new temporary exhibit cases for installation in the museum's newly renovated lobby, and continued work on the Global View and Human Factor sections of the Life Sciences Gallery.
 - iii) initial design consideration was given to the PaleoPit redevelopment, an interactive earth sciences area.
 - iv) Incremental provincial funding of \$325,000 was provided to complete a portion of the Life Sciences Gallery in June 2000. The completed gallery will be opened in the summer of 2001.
- Eastend:
 - i) an arrangement was reached with the Eastend Community Tourism Authority to establish a RSM Fossil Research Station in the new T. rex Discovery Centre.
 - ii) the Royal Saskatchewan Museum Fossil Research Station was opened in Eastend's T.rex Discovery Centre in June 2000 and will provide ongoing support to the Centre through an operating agreement.
 - iii) the RSM facilitated exhibit development in the new Centre by arranging for the molding and casting of a Brontothere skeleton for display in the facility.

MUNICIPAL AFFAIRS AND HOUSING

- Research:
 - i) the Aboriginal History Unit continued research in the area of Brabant Lake and surveyed areas on the west shore for evidence of prehistoric human occupation. Other studies included surface collecting and test excavations of a 1,000 year old camp and fishing site at Pickerel Bay on Lac La Ronge; similar work at an old village site at Stanley Mission; and, surveys on the North and South Saskatchewan Rivers that resulted in the relocation of the La Montee and South Branch historic fort sites.
 - ii) palaeontological studies included research on ancient amphibians, reptiles and mammals from the Bainbridge River area, Cypress Hills, and Frenchman River Valley. Of particular interest was the discovery of the first vertebrate fossils known from the Eastend Formation. Among these fossils from the age of dinosaurs were shark and dinosaur teeth, fish and marine reptile vertebrae, and elements of turtle skeletons. Working in collaboration with Parks Canada, the RSM also conducted a survey of the palaeontological resources within a 5.5 square mile area of the Grasslands National Park.
 - iii) surveys of butterflies and amphibians were conducted in the Regina area as part of North American and provincial studies into species populations of these groups.
 - iv) the RSM prepared two scientific manuscripts in palaeontology for future publication, contributed chapters to two books in the fields of palaeontology and museum conservation, and presented papers or poster sessions at five conferences.
 - relationship with universities:
 - i) RSM staff supervised one graduate student in palaeontology and co-supervised a second in anthropology at the U of S, and staff also served as members of supervisory committees to four postgraduate students and three honours program undergraduates.
 - capital development:
 - i) capital upgrades were made to the Discovery Room, the RSM's classroom for hands-on educational programs.
 - Museum Association of Saskatchewan (MAS) Programs and Fossil Stewardship:
 - i) the RSM contributed to the advancement of all Saskatchewan museums through the programs of the Museums Association of Saskatchewan. The RSM has representatives on the Board of Directors, on the Museums and First People's Committee, and served as leader for the association's Conservation Special Interest Group. Several presentations were made at its annual conference and the museum conservator presented a *Care of Collections* workshop to MAS members.
 - ii) in addition to assistance to community museums provided through MAS the RSM also worked directly with the Duck Lake Regional Interpretive Centre in developing designs for future exhibits.
 - iii) the RSM's mandate as the Crown's agent for collection and preservation of the province's fossil resources was set out in a new *Fossil Stewardship Policy*. The policy also defines the RSM's role in assisting communities with the development of local fossil resources for tourism.
- Other Achievements:
- the RSM received an \$85,000 grant for WEB site development from the Department of Canadian Heritage, Museums Assistance Program. These funds permitted improvements to the museum's WEB site and work toward placing Life Sciences Gallery interactive exhibits and museum collections on-line.

MUNICIPAL AFFAIRS AND HOUSING

- museum attendance increased from approximately 109,000 in 1999-2000 to more than 147,000 in 2000-01.
- museum visitation by schools and other organized groups increased from 15,069 in 1999-2000 to 17,518 in 2000-2001 and PaleoPit visitation increased from 15,567 to 25,899. Collectively volunteers contributed 2,167 hours of service to the museum in 2000-01.
- continued co-operative collections management with the First Nations and development of a policy on the repatriation of sacred objects.

FUTURE DIRECTIONS

- completion and opening of the Life Sciences Gallery, Global View and Human Factor exhibits, and development of education programs tailored to the new exhibits;
- improved visitor services through the employment of gallery interpreters;
- continued original research and student supervision in human and natural history;
- enhancement of the RSM's Internet presence including the addition of interactive Life Sciences Gallery exhibit components to the museum's website;
- planning for a "Human Factor" session on the role of museums in public education on human environmental issues at the Canadian Museums Association 2002 annual conference in Calgary;
- continued development of a long-range plan for capital development including the redesign and renovation of the PaleoPit (Children's fossil-based interactive gallery), conceptual design and planning for redevelopment of parts of the Earth Sciences Gallery, and conceptual design and planning for a Children's Gallery;
- continued support for community museums and regional and provincial parks; and

MUNICIPAL AFFAIRS AND HOUSING

CORPORATE SERVICES

This branch provides communications and human resource services to the department.

COMMUNICATIONS

Communications provides advice and support to the department on planning and delivering information about policies, programs and services to the public. The branch accomplishes this through research and analysis, communication strategies and communications planning and management.

The branch serves the department and the public through various ongoing activities, including:

- planning and organizing special events, preparing speaking notes and managing media relations;
- managing all print procurement for the department;
- co-ordinating staffing and material for trade show displays;
- publishing the employee newsletter *Team Spirit*; and
- managing the production of annual reports for the department, Saskatchewan Housing Corporation and the Office of the Fire Commissioner.

GOALS

- improve external communications and provide information directly to stakeholders
- increase awareness of the department's role in strengthening Saskatchewan communities
- identify, analyze and manage emerging issues; and
- improve internal communications to assist in maximizing the department's effectiveness.

ACCOMPLISHMENTS

- maintained the department web site, ensuring information was current and relevant to client's needs;
- wrote, produced and distributed *Municipalities Today* three times annually;
- Wrote a brochure on appealing property assessment and distributed 20,000 copies to municipalities to assist them in directing property tax payers questions;
- produced the quarterly staff newsletter and annual reports for the department, Saskatchewan Housing Corporation and the Office of the Fire Commissioner;
- provided communication services for the department of Culture, Youth and Recreation;
- coordinated the communications activities of projects supported by the Canada-Saskatchewan Infrastructure Program; and
- identified, analyzed and developed communications strategies and support material for department issues and initiatives.

FUTURE DIRECTIONS

- provide communications support to major initiatives such as the Centenary Fund, Canada-Saskatchewan Infrastructure Program, expanded Sask911 service, a renewed housing strategy and legislative amendments; and
- support communication, public education and effective stakeholder relations for all program areas of the department.

HUMAN RESOURCES

Human Resources contributes to organizational effectiveness by providing leadership, direction and management for the strategic development

MUNICIPAL AFFAIRS AND HOUSING

of human and organizational resources for the department of Municipal Affairs and Housing, as well as for Culture, Youth and Recreation.

Human Resources serves the department by:

- facilitating learning and development opportunities;
- providing industrial relations advice and consultation;
- providing advice about staffing and classification;
- managing employment equity;
- administering benefits (public employees dental plan, extended health plans, group life insurance, long term disability, deferred salary leave and superannuation plans); and
- keeping central records (personnel and position files, attendance, long service, department re-employment lists and payroll information).

GOALS

- promote a barrier-free workplace, which values diversity;
- support a workplace environment that is free from discrimination, prejudice and harassment;
- support awareness of human resource related policies and processes;

ACCOMPLISHMENTS

- developed a Human Resources strategic plan identifying environmental issues and succession issues for planning purposes;
- supported the establishment of the new department of Culture, Youth and Recreation through organizational changes, the assessment of position requirements, and recruitment;

- hosted a management forum on the departments plans for 2000-01, and provided managers with a session on demographic changes expected that will impact the labour market and succession planning needs;
- supported employment equity goals of the organization by offering 17 anti sexual harassment training sessions in Regina and Prince Albert attended by approximately 300 employees;
- supported the establishment of a term employment equity coordinator to advance the department's employment equity goals;
- established and fielded a survey to gain input on potential violence in the workplace issues which will lead to the development of preventative measures and a policy;
- supported 123 staffing actions and 85 resignations, retirements or transfers;
- implemented administrative changes to convert employees to bi-weekly pay;
- reviewed the new harassment policy with five occupational health and safety committees and submitted recommendations received to the Public Service Commission; and
- promoted understanding of human resource policies such as pressing necessity and family leave through the employee newsletter.

FUTURE DIRECTIONS

- analyze feedback from branch surveys on violence in the workplace, provide recommendations for preventative measures and develop a department policy;

MUNICIPAL AFFAIRS AND HOUSING

- support the Public Service Commission training and development efforts on key management competencies;
- promote increased understanding of employment equity issues, industrial relations issues and effective communications with management staff; and
- support communications of department strategies, goals and plans with staff and report on department progress and achievements.

FINANCIAL STATEMENT

The financial statement reflects the activities of the Department of Municipal Affairs, Culture and Housing for the period of April through January 2001, and the activities of Culture Youth and Recreation, and the Department of Municipal Affairs and Housing from February 2001 through March 31, 2001.

Overview of Actual Revenue and Expenses to Estimates-Vote 024

	2000-01 Estimates \$000s	2000-01 Actuals \$000s	Variances: Over/(Under) \$000s	Notes
Revenue				
Other Revenues				
Other Licenses and Permits	13,260	14,194	934	1
Sales, Services and Service Fees	5,762	5,786	24	
Other	19	35	16	2
Transfers from the Federal Government	360	152	(208)	3
Total Revenue	19,401	20,167	766	
Operating Expenses				
Administration	2,471	2,492	21	
Accommodation and Central Services	3,202	3,200	(2)	
Municipal Financial Assistance				
Urban Revenue Sharing	26,930	26,871	(59)	
Rural Revenue Sharing	23,734	23,638	(96)	
Northern Revenue Sharing	4,386	4,386	---	
Transit Assistance for the Disabled	2,150	2,149	(1)	
Provincial Municipal Infrastructure	10,000	9,200	(800)	4
Grants-in-Lieu of Property Taxes	9,375	9,846	471	5
SAMA (Authorized by Law)	4,000	4,000	---	
SAMA (Supplementary)	150	150	---	
Meewasin Valley Authority (Authorized by Law)	740	740	---	
Wakamow Valley Authority (Authorized by Law)	127	127	---	
Swift Current Chinook Parkway	78	78	---	
Wascana Centre Authority (Authorized by Law)	782	782	---	
Wascana Maintenance	1,840	1,840	---	
Subtotal	84,292	83,807	(485)	
Public Safety				
Protection and Emergency Services	3,743	3,700	(43)	
Provincial Disaster Assistance Program	0	2,225	2225	6
Emergency Services Telecommunications	385	587	202	7
Joint Emergency Preparedness Program	400	117	(283)	3
Subtotal	4,528	6,629	2101	
Housing				
Housing Operations	8,308	7,817	(491)	8
Home Modification for the Disabled	141	91	(50)	9
Transfer to Saskatchewan Housing Corporation	27,824	28,157	333	
Subtotal	36,273	36,065	(208)	

FINANCIAL STATEMENT

	2000-01 Estimates \$000s	2000-01 Actuals \$000s	Variances Over/(Under) \$000s	Notes
Gaming Funds				
Associated Entities Fund	6,850	8,292	1,442	10
*First Nations Fund	13,775	11,219	(2,556)	10
Subtotal	20,625	19,511	(1,114)	
Culture and Recreation Financial Assistance				
Saskatchewan Heritage Foundation	345	345	---	
Saskatchewan Archives Board	2,600	2,600	---	
Saskatchewan Arts Board	3,742	3,742	---	
SaskFILM	1,000	1,000	---	
MacKenzie Art Gallery	275	275	---	
Cultural Industries Development	200	200	---	
2005 Summer Games	1,000	1,000	---	
Subtotal	9,162	9,162	---	
Cultural Tourism Facilities				
Royal Saskatchewan Museum	1,802	1,899	97	11
Western Development Museum	2,365	2,365	---	
Wanuskewin Heritage Park	500	500	---	
Saskatchewan Science Centre	150	150	---	
Saskatchewan Centre of the Arts	425	425	---	
Subtotal	5,242	5,339	97	
Municipal & Community Services	7,105	6,820	(285)	8
Provincial Library	8,028	8,035	7	
Total Expenses - Vote 024	180,928	181,060	132	
Culture & Recreation Financial Assistance				
Film Employment Tax Credit	3,759	3,759	---	
Subtotal	3,759	3,759	---	
Associated Entities Fund	1,367	1,367	---	
Subtotal	1,367	1,367	---	
Total Expenses - Vote 027	5,126	5,126	---	
FTE Staff Complement	404.9	377.1		

* Responsibility for the First Nation's Fund transferred to Intergovernmental and Aboriginal Affairs effective August 3, 2000.

These financial statements have been prepared in accordance with the government's accrual accounting policies. Some values may vary from those presented in the body of the Annual Report due to adjustments for accounts payable, prepaid expenses and other accrual accounting valuations.

FINANCIAL STATEMENT

Notes

Explanation of variances of actuals which exceed estimates by 2 per cent and \$10,000.

1. The new lottery agreement which commenced April 1, 2000, provides for a licensing fee based on 9.5% of actual ticket sales.
2. Cancellation of previously expensed items resulted in revenue recovery.
3. Fewer than the estimated emergency preparedness projects were completed, resulting in a reduction of revenues and expenditures.
4. Infrastructure projects cancelled by municipalities and projects that came under budget resulted in savings.
5. Property taxes on SPMC owned property exceeded original budget estimates.
6. Expenses from uninsurable disaster assistance claims.
7. The number of grant applications that qualified for emergency service telecommunications funding was higher than anticipated.
8. Reduced expenditures associated with vacant positions and related operating costs.
9. Reallocation of funding to SHC to cover the provincial share of Home Adaptation for Seniors Independence grants.
10. Actual expenditures based on net profits reported from casino operations.
11. Redevelopment of the Life Sciences Gallery.