

Municipal Revenue Sharing – Declaration of Eligibility

ISSUE

To comply with the requirements of the Ministry of Government Relations' 2023-2024 Municipal Revenue Sharing Grant Declaration of eligibility, the Administration requires a resolution of City Council confirming the responses within the declaration.

RECOMMENDATION

That City Council:

1. Confirms the City of Saskatoon meets the following eligibility requirements of the Municipal Revenue Sharing Grant - Declaration of Eligibility for the reporting year 2023-2024:
 - Submission of the 2022 Audited Financial Statement to the Ministry of Government Relations;
 - Submission of the 2022 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
 - In good standing with respect to the reporting and remittance of Education Property Taxes;
 - Adoption of a Council Procedures Bylaw;
 - Adoption of an Employee Code of Conduct; and
 - All members of Council have filed and annually updated their Public Disclosure Statements, as required; and
2. Authorizes the City Clerk, to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

BACKGROUND

The Ministry of Government Relations completed a review of the Municipal Revenue Sharing (MRS) Grant program in 2018-2019. One of the main objectives of the MRS Grant review was to provide recommendations on how the grant can encourage more effective local governance. To support this objective, the ministry implemented annual eligibility requirements for municipalities to receive their unconditional Municipal Revenue Sharing Grants. The 2020/21 fiscal year marked the first official year of reporting on this declaration.

DISCUSSION/ANALYSIS

According to the Ministry of Government Relations, all Saskatchewan municipalities will report their compliance with the eligibility requirements to the ministry by submitting the Declaration of Eligibility annually.

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The Eligibility Requirements are the following legislated responsibilities:

- Submission of Annual Audited Financial Statement;
- Submission of Waterworks Reporting, if applicable;
- In good standing with Education Property Tax;
- Council Procedure Bylaw has been adopted by council;
- Employee Code of Conduct has been adopted by council; and
- Public Disclosure Statements have been filed and annually updated by council members.

The Declaration of Eligibility is an online form which will be generated by the ministry on an annual basis. Municipalities who do not submit their Declaration of Eligibility to the ministry by the deadline of January 31st of each year may see their MRS Grant withheld. In addition, municipalities who are not in compliance with one or more of the eligibility requirements may also see their MRS Grant withheld until compliance is achieved. For clarity, Table 1 lists the status of each requirement:

TABLE 1: Status of MRS Grant Eligibility Requirements

Requirement	Status
Submission of Annual Audited Financial Statement;	In compliance as the Audited Financial Statements have been submitted. This process is delegated to the City Manager or designate.
Submission of Waterworks Reporting,	In compliance as the City submitted the information in accordance with <i>The Cities Regulations, S. 22.6(3)</i> . This process is delegated to the City Manager or designate.
In good standing with Education Property Tax	In compliance, as the City remits education property taxes in accordance with the provincial legislation
Council Procedure Bylaw has been adopted by council;	In compliance, as City Council has adopted Bylaw 9170 and amends it from time to time.
Employee Code of Conduct has been adopted by council	In compliance, as City Council has adopted Bylaw 9537 – Code of Ethical Conduct for Members of City Council Bylaw, 2019. An employee code of conduct has been delegated to the City Manager and the City has an active Employee Code of Conduct Policy.
Public Disclosure Statements have been filed and annually updated by council members.	In compliance, City Council has filed this information with the City Clerk’s Office.

In addition, the declaration of eligibility requires a Council resolution confirming eligibility requirements have been met to comply with the process.

IMPLICATIONS

There are no financial, privacy, legal, social, or environmental implications resulting from this report. However, failure to comply with the eligibility requirements may result in a delay of the City’s MRS grant payment for the 2024 fiscal year.

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NEXT STEPS

On or before January 31, 2024, the City Clerk will submit the Declaration of Eligibility Form including the Council resolution. The process will be required again for 2025 and a similar report will be produced prior to the January 31, 2025 deadline.

Report Approval

Written, Reviewed and Approved by: Adam Tittmore, City Clerk

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