
Rural Municipality of Brock No.64 DIVISION REVIEW POLICY

1.0 PURPOSE

The purpose of this policy is to establish a manner in which Council will review the Division Boundaries for the Rural Municipality of Brock No. 64. As per Section 49 of the *Municipalities Act*, Council shall establish a policy setting out the manner in which it will review the divisions of the Municipality for the purpose of providing that each division of the Municipality has, as nearly as is reasonably practicable, the same population or number of voters.

2.0 RESPONSIBILITIES

Council shall review the policy every 5 years for its effectiveness to ensure that the procedures and factors contained within the policy remain current.

3.0 PROCEDURE

- 3.1 The RM Council shall establish a Council Committee or a qualified, independent other body to conduct the review. If a Council Committee is established, it shall consist of the Reeve and entire Council wherein each Councillor is responsible for gathering information in their respective divisions. If Council contracts a qualified, independent other body to conduct the review, the other body shall be made up of a maximum of 5 members approved by Council.
- 3.2 Once the Council Committee or other body has been established, Council shall approve a budget for costs.
- 3.3 A review of Division Boundaries may be triggered by the following:
 - a. An order by the Minister
 - b. By resolution of Council
 - c. By petition of ratepayers as presented in accordance to the *Municipalities Act*, requesting a review
 - d. Potential future growth or depopulation, or
 - e. Federal Census
- 3.4 This review may not be held during the six months prior to an election in the Municipality.

- 3.5** Factors to be considered when conducting the review may include, but are not limited to:
- a. Representation by Population
 - i. Population Density
 - ii. The acceptable range of population variance shall not exceed +-10% unless it can be justified as a way to meet one of the other criteria.
 - b. Representation by Electorate
 - i. Boundaries will be drawn as to maintain an equitable parity of voting power.
 - ii. Non-resident electors will be considered in the determination of population in the divisions.
 - iii. The acceptable range of electorate variance will not exceed +-10% unless it can be justified as a way to meet one of the other criteria.
 - c. Representation of Communities of Interest
 - i. Plausible groupings of communities and established settlements will be considered when composing Boundaries.
 - d. Geographical and Topographical Features
 - i. Boundaries used to define divisions should be straightforward and easily recognizable, and
 - ii. Boundaries will be connecting in shape and as compact as possible.

4.0 REVIEW PROCESS

Council shall initiate the review by resolution at the regular meeting immediately after one of the triggers listed in Section 3.3 has been initiated. The Council Committee or other qualified body will have 3 months to complete the review. Council may grant an extension, by resolution, of up to 2 months if deemed necessary.

The Council Committee or other qualified independent body will provide a report with recommendations to be taken to the next regular Council meeting for approval. Once Council has approved the report and recommendations, the report will be open to public inspection for 30 days prior to the Municipality applying to the Ministry to alter the Division Boundaries.

5.0 APPLYING TO ALTER DIVISION BOUNDARIES

Once the inspection has closed, if required by regulations, Council can apply to the Ministry to alter their boundaries in accordance with Section 49 of the *Municipalities Act*.

6.0 TAKING EFFECT

The Minister’s Order shall take effect:

- a. If the application is made 180 days or more before a general election, with respect to that general election and all subsequent general elections and by-elections held in the Municipality; or
- b. If the application is made less than 180 days before a general election, with respect to all general elections and by-elections commencing with the second general election after the report is filed.

7.0 LIEUTENANT GOVERNOR

The Lieutenant Governor may make regulations respecting:

- a. The number of members to be elected;
- b. The manner and means of determining population or number of voters;
- c. The minimum frequency of reviews;
- d. Any requirements for the purpose of Section 5.

8.0 SPECIAL SERVICE AREA

The Rural Municipality may request the Minister to order a “Special Service Area,” which may be assigned different tax rates and service levels.

9.0 COMING INTO EFFECT

This policy shall come into effect this _____ day of _____.
Resolution No. _____.

Reeve

Administrator

