



Division Review Policy Policy GG 24-005

Policy Objective:

To set guidelines for Council to review divisional boundaries of the Municipality for the purpose of providing that, as nearly as reasonably practical, the same population or number of voters.

Authority:

May 27, 2024 Resolution 2024-05-44

1. Purpose

The purpose of this policy is to:

- a. Establish regulations setting out the events, manner, and frequency in which the Rural Municipality of Corman Park No. 344 (Corman Park) will review divisional boundaries;
- b. Provide that each division of Corman Park has, as nearly as is reasonably practical, the same population or number of voters;
- c. Promote transparency and accountability through the divisional boundary alteration process.

2. Authority

Section 49.1(2) of *The Municipalities Act* provides Council with the ability to establish a policy setting out the manner in which it will review the divisions of the rural municipality.

3. 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.

4. Procedure

- 4.1** Corman Park 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 CAO, Reeve and two (2) members Council who will be responsible for gathering information in the divisions.
- 4.2** Once the Council Committee or other body has been established, Council shall approve a budget for costs.

4.3 A review of Division Boundaries may be triggered by the following:

- a. An order by the Minister.
- b. By resolution of Council.
- c. Potential future growth or depopulation.
- d. A review of current eligible voters by division.
- e. Federal Census.
- f. By petition of ratepayers as presented in accordance to *The Municipalities Act*, requesting a review.

4.4 This review may not be held during the six months (180 days) prior to an election in the Municipality.

4.5 Factors to be considered when conducting the review may include, but are not limited to:

- a. Representation by Population
 - i. Population Density
- b. Representation by Electorate
 - i. Boundaries will be drawn to maintain an equitable parity of voting power.
 - ii. Non-resident electors will be considered in the determination of population in the divisions.
- 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.

5. Review Process

The council shall initiate the review by resolution at the regular meeting immediately after one of the triggers listed in Section 4.3 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.

6. 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*.

7. 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.

8. 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 6.

9. Special Service Area

Corman Park may request the Minister to order a "Special Service Area," which may be assigned different tax rates and service levels, (Section 312 of *The Municipalities Act*).

10. Coming Into Effect

This policy shall come into effect on May 27, 2024.



Resolution #2024-05-44, May 27, 2024 Minutes



Judy Harwood, Reeve



Kerry Hilts, Chief Administrative Officer
JUNE 11, 2024

Date Signed