

<b>Policy Manual</b>	Authority: Approved by Council	Type: Council
	Effective date: October 14, 2021	Revised date: October 14, 2021
	Policy No. 100-10 Division Boundary Review	

**R.M. of Browning No. 34**

**Policy No. 100-10 Division Boundary Review**

**October 14, 2021**

**Division Boundary Review**

1. The Council of the Municipality will establish a committee to undertake the review, its composition, operating procedures and remuneration.
  
2. Events that trigger a review will be:
  - a. When directed to by resolution of Council;
  - b. Direction of SARM or another level of government;
  - c. Federal Census;
  - d. Large development projects; and
  - e. Additional factors that may cause a large variance in population.
  
3. Additional factors to be considered by personnel when completing the division population review include but are not limited to:
  - a. Number of properties;
  - b. Natural geographic boundaries and physical features;
  - c. Rates of growth;
  - d. Accessibility of region;
  - e. Communities of interest;
  - f. Any industrial and commercial developments; and
  - g. Any other developments, or special service areas.
  
4. The review must be completed within 6 months of being initiated.

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5. The appointed personnel will provide a written report which will include the recommendations to council.
6. The review will be presented to council at a regular meeting and will be open for public inspection in the municipal office for 30 calendar days before council may apply to the Ministry for boundary alteration.
7. Once public inspection is closed, council may apply to the Ministry to alter boundaries in accordance with section 49 of The Municipalities Act.
8. The Minister’s Order will take effect:
  - a. If the application is made 180 days or more prior to a general election, with respect to that general election and all subsequent general elections and by-elections held in the rural 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.
9. The municipality may request the Minister to order a “Special Service Area” which may be assigned different tax rates and service levels.

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