



INFORMATION REPORT

TO: Chair and Members Governance Review Sub-Committee	WARD(S) AFFECTED: CITY WIDE
COMMITTEE DATE: February 6, 2012	
SUBJECT/REPORT NO: Ward Boundary Review – CL11004(a) (City Wide) (Outstanding Business List Item)	
SUBMITTED BY: Rose Caterini City Clerk Corporate Services, Clerk's Division	PREPARED BY: Rose Caterini x5409 Tony Fallis x2753
SIGNATURE:	

Council Direction:

City Council on October 29, 2008 approved through the Audit & Administration Committee that no further action regarding Ward Boundary review takes place until the Council term of 2010. This recommendation was suggested by the Governance Review Sub-Committee last term.

Information:

Background

At the May 26, 2011 meeting Governance Review Sub-Committee received Information Report CL11004 regarding a ward boundary review.

This report included background information, legislative authority, time lines, anticipated costs and principles to guide a ward boundary review.

Based upon this report it was decided to defer consideration of a ward boundary review until the conclusion of the 2010 Municipal Election process.

Introduction

The examination of ward boundary reviews conducted by other municipalities highlights a number of factors which must be considered when doing such a review.

It is important that this be a transparent process with feedback from all stakeholders. This would include special interest groups, the public, Councillors, etc. A Terms of

Reference for the project would need to be determined and it is recommended that an experienced independent consultant be retained.

It is also critical to follow previous decisions made against the City of London and the City of Ottawa by the Ontario Municipal Board (OMB).

The successful appeal against the City of London in 2005 involved citizens not being served under the current ward boundaries, and that the citizens would best be served with one Councillor per ward.

With the City of Ottawa appeal in 2002 the OMB rejected the City of Ottawa by-law and provided key issues that must be dealt. These were:

- Consideration of effective representation, as outlined by the Supreme Court of Canada;
- A public involvement process that allows for the public to have meaningful input on the specific proposals that are being considered;
- The review should not be constrained by specific objectives established at the outset; and
- The review should be comprehensive in nature.

Time Lines

This is a critical part of the process and should be established in meetings with any consultants that may be hired.

The following chart presumes that the time lines listed will be met and that all actions listed will be followed to completion.

If further information or reports are required the chart listed below would require an amendment, and the time frame for completing the project would be in jeopardy. Following is a general time line for the process:

Action	Time Line
Governance Review Sub-Committee recommend Ward Boundary Review	Second week of February 2012
General Issues Committee recommend Ward Boundary Review	Third week of February 2012
City Councils recommend Ward Boundary Review, Council Representation Review and the hiring of a consultant.	First week of March 2012
Procurement RFP process for the hiring of a consultant	March and April 2012
Consultant is hired.	First week of May 2012

Consultant meets with Councillors to determine the Terms of Reference.	Last week of May 2012
Terms of Reference is approved.	Last week of May 2012
Establishment of Consultant support team. Consultant to review all resources, OMB decisions, court cases and other relevant information. Consultant establishes the process.	June, July and August of 2012
Stakeholder Meetings including the public, special interest groups, ratepayers, etc.	September 2012
Consultant develops a draft report and presentations for the stakeholders.	October, November and December of 2012
2 nd Stakeholders meetings to review the draft report and recommendations.	January 2013
Consultant prepare final report	February 2013
City Council considers final report	March 2013
City Council adopts by-law	Second week of April 2013
Notice to Public for the appeal process within 15 days	Third week of April 2013
Last day to appeal is 45 days following the passing of the by-law	First week of June 2013
Schedule an OMB hearing	Last week of August 2013
OMB Decision	Last week of December 2013

Budget

A preliminary estimate for a Ward Boundary Review is \$200,000. This would include:

- Consulting fees
- Public meetings/public consultation
- Internal staff time and resources
- Legal proceedings before the OMB