

Initial Analysis Report

Municipal Boundary Review

Municipality of the District of Clare

Presented to Council

Prepared by: Raleigh King, Junior Planner

C + D Community Design

Date Updated: July 5, 2022



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Council

Municipality of Clare
1185 Highway 1, Little Brook
Nova Scotia B0W 1M0

May 30, 2022

Caroline
Robertson, MPS BCD
HONOURS

Phone:

(902)742-5300

Email:

Caroline@CDCom
munityDesign.CA

Re: Boundary Review, Initial Analysis Report

Dear Council,

Enclosed is our Initial Analysis and Background Research for the Boundary Review for the Municipality of the District of Clare. We have included a process and schedule for the engagement portion of this project.

In preparing this report, we have given careful consideration towards the Stantec report produced in February of 2018. It's our understanding that Clare would like to maintain the existing status quo in terms of Council size. Over the past few years, since the Stantec report was completed, some of the Districts have moved outside of the NSUARB Parity requirements. For this reason, we have developed a recommendation for one Scenario to adjust the Municipality's District Boundaries to maintain parity.

Please review this initial report and provide us with your feedback, we have included a PDF fillable form for you to correspond directly with our team. If you can send your comments in advance of our presentation on June 15th, 2022, we would be happy to incorporate them and be able to offer alternative boundary options for discussion.

All my best,

Raleigh King

This report has been reviewed and approved for quality assurance by Caroline Robertson, Company Co-Founder

INTRODUCTION

It is our honour to be undertaking this 2022 Boundary Review for the Municipality of the District of Clare. We will be taking careful consideration into community identity and geographic context when undergoing this analysis. We will be utilizing an independent study performed by Stantec in February of 2018 to approach this Boundary Review. We will also be using current census data and building permit information to approach establishing Districts identities.

*Motion to Accept Proposal – Boundary Review
Wednesday, March 16th, 2022*

Moved by Councillor Carl Deveau and seconded by Deputy Warden Eric Pothier that the Council for the Municipality of the District of Clare accept the proposal from C + D Community Design Inc. for the municipal boundary review in the amount of \$16,000 plus HST.

All councils must conduct a study into the reasonableness and fairness of the number and boundaries of polling districts and the number of Councillors before making the application to the Board - NSUARB

BOUNDARY REVIEWS

The Municipality of the District of Clare is required to submit a Boundary Review to the Nova Scotia Utility and Review Board (NSUARB). The board is responsible for regulating applications and following the Municipal Government Act to conduct periodic reviews on the number of Municipal Councillors and Boundaries of Polling Districts.

The Municipal Government Act states “that every eighth year after 2006 that Council is required to conduct a study of the number and boundaries of polling Districts in the municipality, their fairness and reasonableness and the number of Councillors”.

The Municipality of Clare performed their last Boundary Review at the end of 2014. It was determined by the NSUARB that the application to maintain status quo was not valid because it had not appropriately completed the public consultation aspect of the Boundary Review process. There was a revision application submitted in 2016 that was also unacceptable for the Review Board. It was upon the completion of the 2018 Stantec Study that Council’s application was then accepted, and it was determined that the necessary background research for the review was complete.

Although it has not been 8 years since the last Boundary Review was completed within the Municipality of Clare, the NSUARB has provided feedback that a review, with public engagement, is still required. The application for any changes to the polling Districts or Council composition must be filed by the end of 2022 and will come into effect for the next municipal election.

The reason Boundary Reviews are important is because changes can occur in the polling Districts, including the number of electors, relative parity of voting power, population density, communities of interest and geographic size. Influx of population can also cause the parity of voting Districts to fall out of the NSUARB guidelines.

2018 STANTEC REPORT

The 2018 Stantec Report details population analysis and public consultation sessions. On the topic of council size, the Stantec team would often hear feedback to maintain council size, however they thought it was important to explore the scenario of a five (5)-district framework as well as an eight (8)-district framework to ensure all views were considered. However, Council and the public continued to place their value in maintaining the status quo. The public themselves seem to feel uninterested in changing composition and if presented with options for change seemed to find the prospect of the transition to the proposed scenario worse than maintaining the status quo. According to the Stantec Report:

“Overall, 55.4% of respondents would prefer a council the same or larger than the current eight members, while 44.6% would like council size to be reduced “- Stantec, 2018

Although this seems inconclusive at face value, only 21.7% favored a council size of 5. A council composition of 6 or 7 could be much more difficult to make recommendations for given the geographical positioning and population placement throughout Clare. With large communities such as Meteghan, reducing Council size would require using roads for boundaries instead of communities. Stantec continued their analysis with a Council recommendation of maintaining status quo. A five (5) Councillors Scenario was used as a second option because it was advocated for by the Clare Civic Association, it was also, as previously mentioned, their second most selected option from an online survey that was performed. Throughout the public meeting process a great deal of the public showed up in favour of maintaining status quo. Notably, the most common opposition in these public meetings was the Clare Civic Association who pushed for council size reduction. The Clare Civic Association has tried to petition the NSUARB to reduce council size in the past. It is anticipated that the Clare Civic Association will play a role in the upcoming public consultation for boundary recommendations. Should the organization still be active, they will be welcome to take part in the public engagement options. C+D Community Design will be utilizing the findings of the 2018 Stantec report to support our initial findings and the public consultation process for this Boundary Review.

PUBLIC PARTICIPATION PROCESS

C+D will support both the Municipal staff and the public throughout the Boundary Review. C+D's purpose on this project is to affirm the 2018 Stantec report while conducting an adequate amount of public engagement to satisfy the requirements of the NSUARB. This public engagement process is focused on maintaining the status quo, as desired by Council, and simply presenting the boundary revisions required to meet the recommended 10% parity between Districts.

Public consultation is an inherent component of the study to be conducted by council. The form and extent of public consultation is within council's discretion, depending on the circumstances existing in each case. However, the consultation should be of a type and degree which allows members of the public an opportunity to express their views on the size of their council, upon the location of boundaries for town wards or municipal polling districts, or whether a town should be divided into wards, should that be applicable. Allowing the public, the opportunity to provide its valuable input is a key component of the decision-making process leading to an application by a municipality or town. - NSUARB

STAFF AND COUNCIL PRESENTATION

C + D Community Design will begin by offering a presentation to Council at the June 15th Council Meeting. At this meeting, we will present the content of this report and look for input from Council on the planned engagement process, as well as any additional research that Council may require of us as part of the review. Feedback Forms will be distributed to Council to provide their thoughts and experience prior to the presentation, see Appendix.

WEBSITE

C + D Community Design will prepare content for a Boundary Review Page on the Municipality's website. This content will include the schedule, consultation process and all reports as are completed. There will also be a feedback form for residents to submit their comments, questions, and thoughts directly to our team.

ONLINE SURVEY

C + D Community Design is recommending an online Survey Monkey survey that can be embedded directly into the Boundary Review webpage or shared on the Municipality's Facebook and Twitter social media accounts. This survey will be used to confirm satisfaction with the existing Council size and ask for feedback on recommended District Boundary changes.

NON- ELECTRONIC ENGAGEMENT

Mailed Feedback Forms

To engage residents who do not have access to technology, C + D Community Design will advertise in the newspaper that a consultation is taking place. The ad will include information on how interested residents can phone the Municipality to be put on a mailing list to participate. A mailed package will then be sent to the requesting residence.

Newspaper Ad

C + D Community Design is recommending a few newspaper ads be distributed advising the community that a Boundary Review is taking place and encouraging them to check out the webpage or contact C + D Community Design for more details. Newspaper ads will also be used to promote planned Public Meetings and offer the availability of mailout packages.

Public Meeting

C + D Community Design is recommending that a Public Hearing take place, in-person, as part of this process. This will satisfy the Utility and Review Boards requirement for a Public Hearing¹². A member of the C + D Community Design team will record all discussion so it can be incorporated into the Boundary Review application.

In addition to the Public Hearing, Staff will host one Public Meeting in the evening. The meeting will be advertised in advance. The intention of the meeting will be to present recommended boundary changes and request feedback from the community. Comment cards will be provided at the meeting so those who are uncomfortable speaking in a group setting may still provide their feedback after the presentation.

***** Please note that it is our hope to have access to Municipality of the District of Clare staff for translation support. Our hope is to release all public materials in both French and English. The assumed use of Municipal Staff time is reflected in the proposed budget for this review. In addition, the materials and cost of all newspaper ads and mail out packages will also come from Municipality of Clare resources, as outlined in our proposal.

¹ Municipal Government Act Section 205 Subsection 3

² https://nsuarb.novascotia.ca/sites/default/files/NSUARB-%23289533-v1-Municipal_Boundaries_User_Guide_Dec2021_0.pdf

PROPOSED PUBLIC ENGAGEMENT SCHEDULE

	May Week 1 & 2	May Week 3&4	June Week 1&2	June Week 3&4	July Week 1&2	July Week 3&4	Aug Week 1&2	Aug Week 3&4	Sept
Initial Council Meeting or Council Feedback Form									
Boundary Review Webpage with Public Feedback Forms									
Availability of Mail Out Packages									
Public Meeting									
Newspaper Ads									
Online Survey									
Public Hearing									

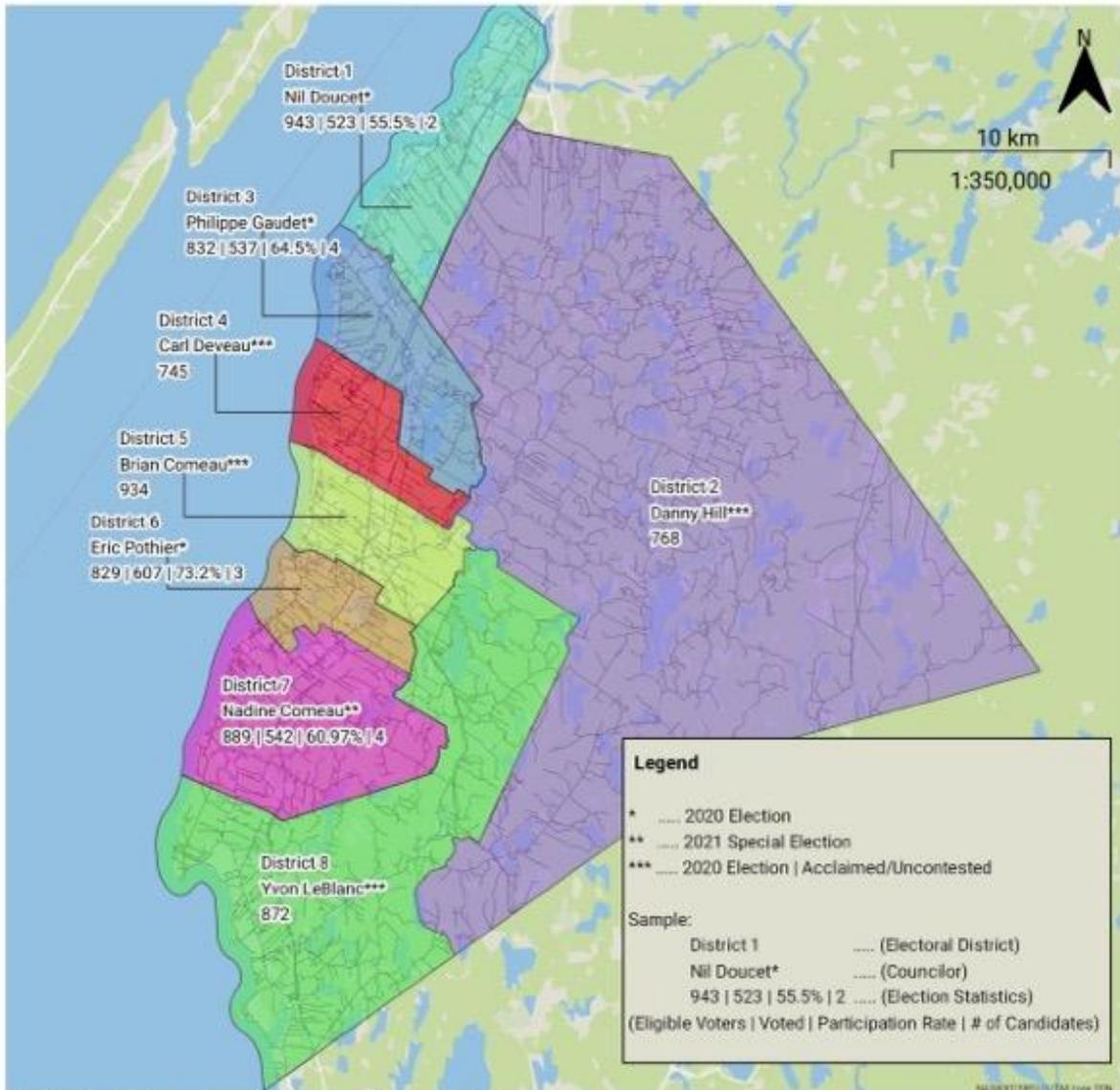
CLARE ELECTION RESULTS (2020)

The results of the Municipality of Clare election show a relatively high voter turnout, an average of 64%, for the 2020 Election. District 4, District 5, District 8 and District 2 were all acclaimed positions. A Special Election was held in 2021 for District 7.

The Municipality receives elector data for all Districts in an ordinary election. The revision period (usually 2 weeks in August) provides residents with the chance to update their information on the electors list. While acclaimed districts tend to be updated to a lesser degree after Nominations close in September, changes can continue to be made (especially for residents voting in the CSAP elections). In order to ensure voter parity for these less-updated acclaimed districts, additional data from other sources can be used.

To establish elector data, we used up to date Data exported from Elections Canada in April 2022. For more information on how Elections NS draws this data, [please review the Appendix, How Does Elections NS Source their Data?](#)

Election Results



District Boundaries courtesy of Government of Nova Scotia, 2020. 'Municipal Polling Districts', GeoNova.ca

Election Statistics courtesy of Municipality of the District of Clare

OVERVIEW OF EXISTING ELECTORAL DISTRICTS

The Municipality of Clare has experienced several decades of population decline. The Stantec report population figures and projections show a steady decline into the future. In 2018 it was presumed the population could reach as low as 7674 by 2021³. According to Statistics Canada, as of 2021, the population of Clare was 7678. The actual figure corresponds quite well with the projected figures⁴. This gradual decrease represents a rate of about 4% annually which contrasts the National and Provincial growth rates of 5%.

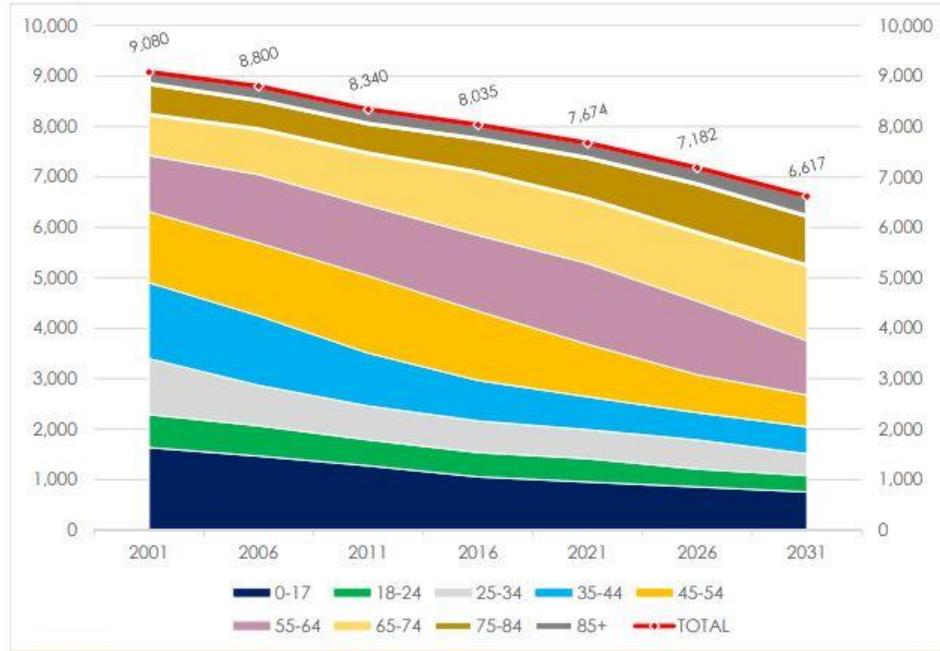
³ <https://acrobat.adobe.com/link/track?uri=urn:aaid:scds:US:0999e505-f3bc-39d4-8a75-fa598108d8b3>

⁴ <https://www12.statcan.gc.ca/census-recensement/2016/dp-pd/prof/details/page.cfm?Lang=E&Geo1=CSD&Code1=1203001&Geo2=PR&Code2=12&SearchText=Clare&SearchType=Begins&SearchPR=01&B1=All&GeoLevel=PR&GeoCode=1203001&TABID=1&type=0>

2 Population Projection of Clare Over Time

Council Size Assessment
February 20, 2018

Figure 3-1 Population by Age Group, Municipality of the District of Clare, 2001-2031



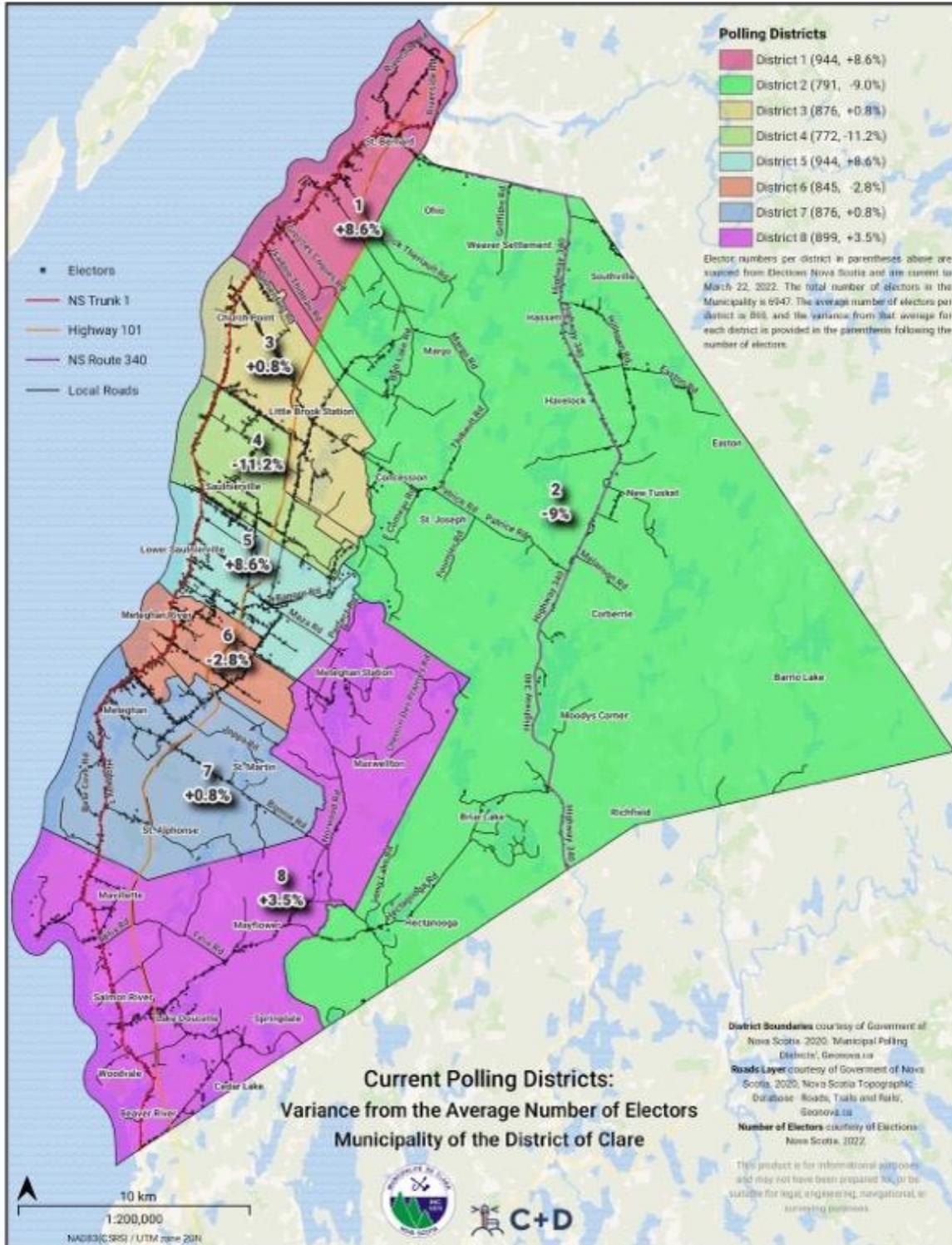
Age Group	2001	2006	2011	2016	2021	2026	2031
0-17	1,636	1,469	1,276	1,057	956	857	758
18-24	654	601	514	483	463	355	324
25-34	1,110	800	670	625	572	575	431
35-44	1,505	1,380	1,050	805	652	544	535
45-54	1,405	1,440	1,530	1,370	1,040	750	630
55-64	1,115	1,360	1,395	1,505	1,606	1,460	1,079
65-74	810	900	1,035	1,250	1,282	1,358	1,491
75-84	615	570	590	665	812	964	976
85+	230	280	280	275	291	321	392
TOTAL	9,080	8,800	8,340	8,035	7,674	7,182	6,617
% Change		-3.1%	-5.2%	-3.7%	-4.5%	-6.4%	-7.9%
0-17	1,636	1,469	1,276	1,057	956	857	758
18+	7,444	7,331	7,064	6,978	6,718	6,326	5,859
% 18+	82.0%	83.3%	84.7%	86.8%	87.5%	88.1%	88.5%

Source: Stantec Consulting Ltd. (2001 to 2016 numbers are Stantec estimates based on Statistics Canada estimates for Digby County)

3 MGA Requirement 29 (D)

District	# of Electors	% of the total number of electors	Average number of electors per Councillor	# to which excess or is less than the average number of electors per Councillor	% to which excess or is less than the average number of electors per Councillor
District 1	944	13.6%	869	75	8.74%
District 2	791	11.4%		-78	-8.9%
District 3	876	12.6%		7	+0.91%
District 4	772	11.1%		-97	-11.1%
District 5	944	13.5%		75	+8.74%
District 6	845	12.2%		-24	-2.65%
District 7	876	12.6%		7	+0.91%
District 8	897	12.9%		29	+3.33%
Total	6945				

4 Detailed District Composition (Updated)



5 Current Boundaries of Clare Nova Scotia (Updated)

COMPARISON OF COUNCIL COMPOSITION FOR SOUTHWEST NOVA MUNICIPALITIES

Of the 11 Municipal Units that comprise Southwest Nova Scotia, the average number of Councillors is 5, placing the Municipality of Clare above average. However, when you look at the Municipality of the Districts units, these tend to be larger geographic areas and have a higher number of Councillors, with an average of 6.8. The Municipality of Clare has the second highest representation of eight (8) Councillors with only the Municipality of the District of Argyle having higher with a representation of nine (9) Councillors.

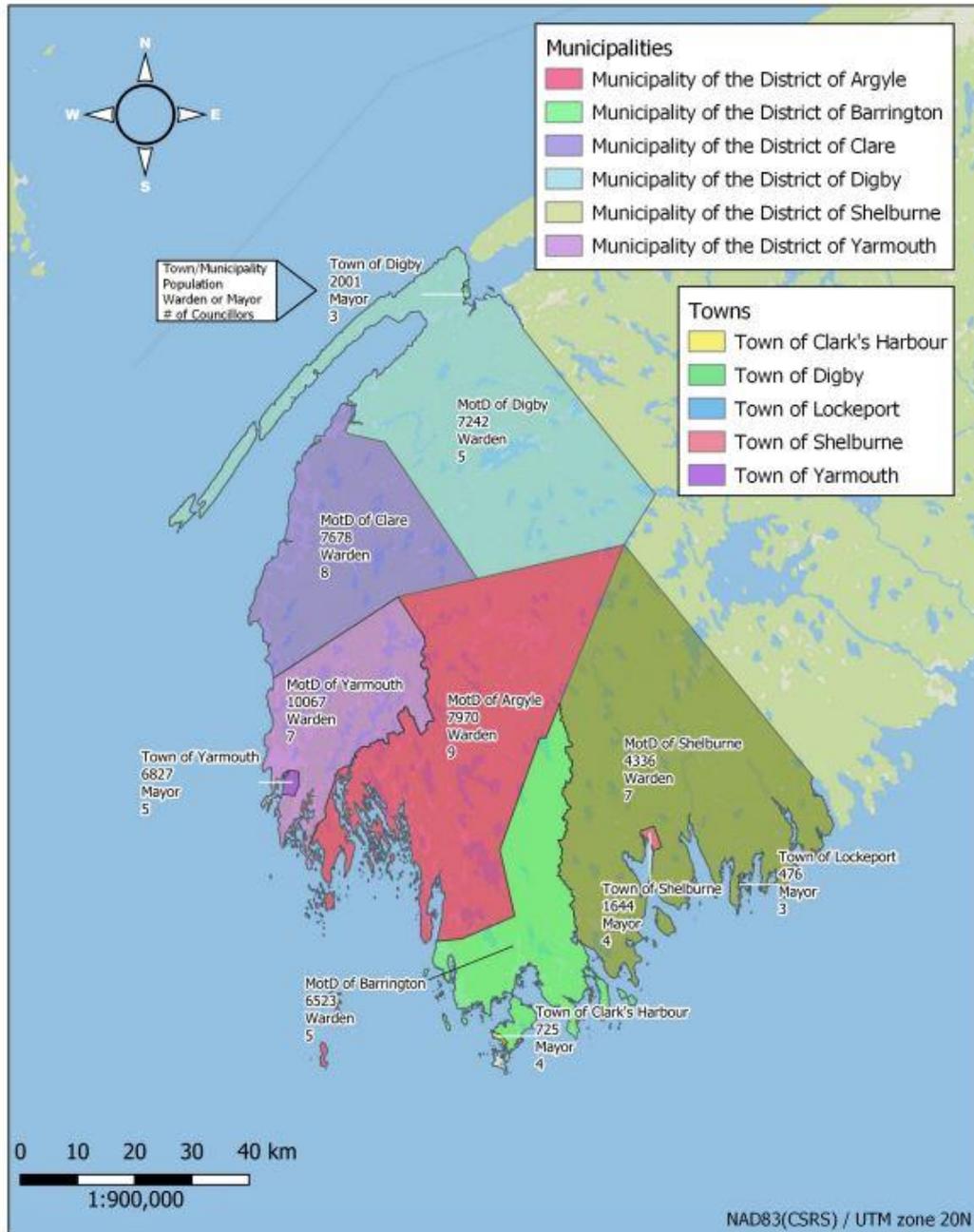
Interestingly, both the Municipality of Clare and the Municipality of the District of Argyle contain several predominately French language communities. The NSUARB requires that Council consider many factors when performing a boundary review including the number of electors, relative parity of voting power, population density, **community of interest** and geographic size. Community of Interest can be defined and determined in a few ways, including language consideration⁵. This may attribute to the need for a larger Council size in these Municipalities.

Boundaries should be within 10% variance from average number of electors however this can vary up to 25% when considering community of interest criteria. – NSUARB

The 2018 Stantec Report confirmed that the Public and Council are comfortable with an existing Council composition of eight (8)-districts. For this reason, we will be engaging Council and the Public on Boundary Alterations to reach parity and will not be addressing Council size and composition.

⁵ https://nsuarb.novascotia.ca/sites/default/files/NSUARB-%23289533-v1-Municipal_Boundaries_User_Guide_Dec2021_0.pdf

Towns and Municipalities of Southwestern Nova Scotia



Sources:
Government of Nova Scotia, Crown Copyright [GeoNOVA.ca]
Statistics Canada (2021). Population and dwelling counts [statcan.gc.ca]

COMMUNITY OF INTEREST

In the past, the NSUARB has considered polling locations to be important places of community interest, with their locations playing a part in deciding district boundary alterations.

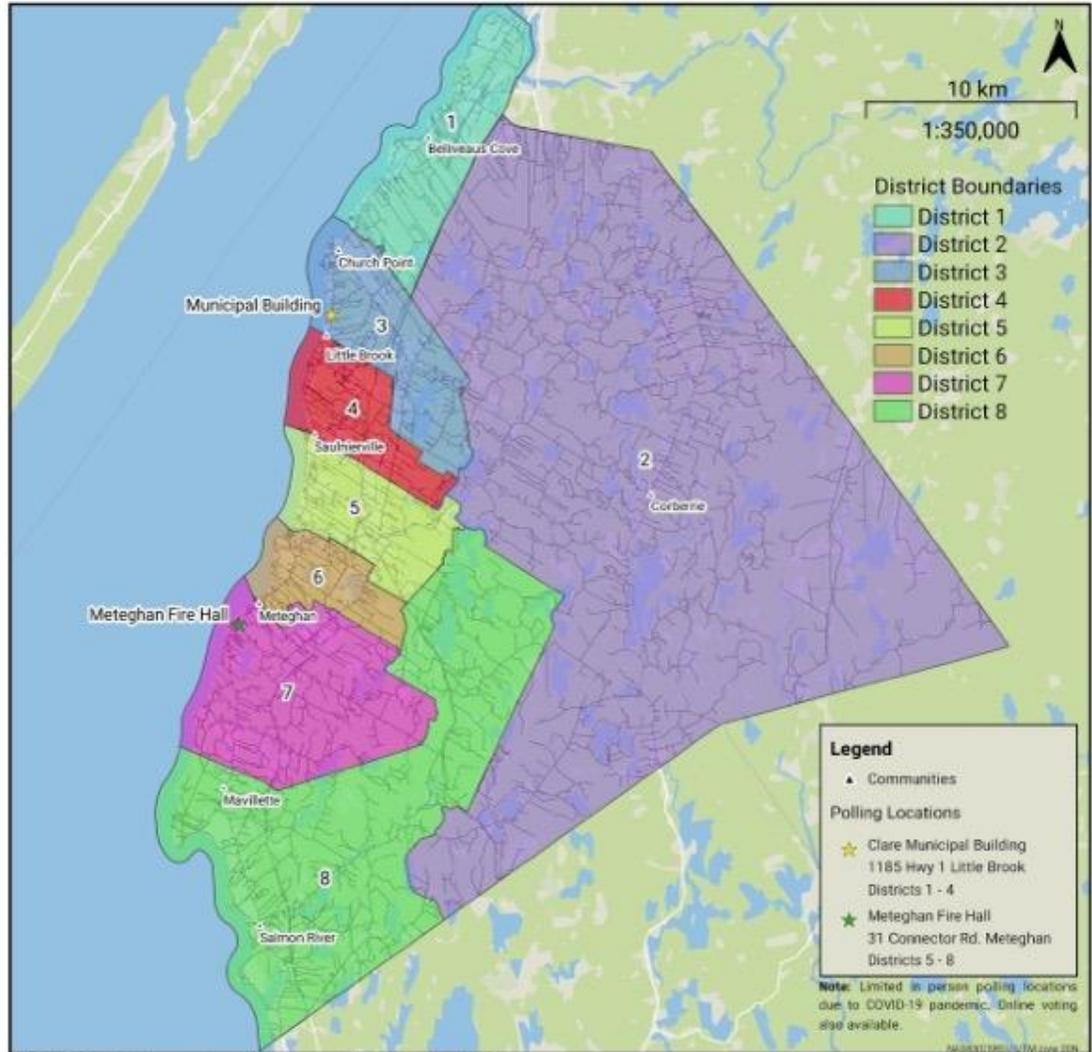
*“While the Board will permit variances up to $\pm 25\%$, the outer limits of this range should only apply in exceptional cases, where the affected municipality provides detailed written reasons showing that population density, community of interest or geographic size clearly justify the necessity of an increased variance within a polling district. In most cases, however, the Board expects municipalities to meet a target variance of the number of electors in each polling district which is within a $\pm 10\%$ range of the average.
“- NSUARB⁶*

The Municipality of Clare offered two polling locations within the 2020 election, The Municipal Building located within District 3 North of Little Brook and the Meteghan Fire Hall located within District 7 within Meteghan.

Important communities within the Municipality include Belliveaus Cove, Church Point, Little Brook, Saulnierville, Meteghan, Mavillette, Salmon River and Corberrie.

⁶ User Guide www.nsuarb.novascotia.ca

Polling Locations - 2020 Election



District Boundaries courtesy of Government of Nova Scotia. 2020. 'Municipal Polling Districts', GeoNova.ca

Polling Stations courtesy of Municipality of the District of Clare

BOUNDARY ALTERATION RECOMMENDATIONS FOR SUGGESTED PARITY

As District 4 has slipped out of the required 10% Parity, it is necessary to adjust the District Boundaries to maintain the status quo.

REASONS FOR DISTRICT BOUNDARY ALTERATIONS (UPDATED)

This scenario includes revisions to every District in the Municipality. These revisions were made with the intent to preserve communities instead of dividing boundaries along roads as we have observed in past Boundary Reviews. Another parameter C+D Community Design tried to utilize was Geographical continuity between Districts. We wanted Districts to have a continuous border, one that didn't leave any communities as stand out islands. By performing the Boundary Review this way, we will be able to maintain community identity within Districts and in their continued representation.

To affirm the number of Councilors, the boundaries must be balanced appropriately so that they meet the NSUARB standard of 10% parity. Figure 4, Detailed District Composition on page 15, and Figure 5, Current Boundaries of Clare on page 16, provide information on the existing District Boundaries of the Municipality of Clare. There are several districts nearing or greater than the recommended 10% parity. To balance the districts C+D Community Design is making the following suggestions.

At C+D Community Design's initial presentation to council we received feedback from Council regarding the existing linguistic profile of Districts 1 and 2. District 1 being predominantly French Francophone and District 2 predominantly English. Keeping the communities of these districts in a district of the same language is a high priority to council. This created an additional challenge when trying to maintain community continuity in District 1.

In the proposed scenario District 1 only has the four communities of St Bernard, Belliveaus Cove, New Edinburgh, and Grosses Coques. All four communities are sizable therefore moving any one of them can significantly affect parity ratios. Ideally none of these communities would be moved into District 2 given they are predominantly French. District 1 also borders District 3 which is also predominantly French. However, District 3 is already at +6.6% parity and could not accept the neighbouring community of Grosses Coques without significant changes to the rest of the District.

The boundary of Grosses Coques and Church Point is Bonnenfant Road, electors on the Southwest side of Bonnenfant Road are in Church Point District 3 and electors on the North East Side are in Grosses Coques District 1. For this reason, our team is advising to move the 21 Grosses Coques electors located on the North East side Bonnenfant Rd in to District 3 in order to achieve the recommended parity standard.

After reviewing the Bonnenfant Road update at the July 20th Council meeting Council provided additional feedback to C+D Community Design. Council requested that a portion of the community of St. Bernard along Townshipline Road, Petite Paradis Road, and Belliveau Road be moved from District 1 into District 2. This gives District 1 some more room for potential growth. The additional electors in District 2 allow it to trade the larger community of Cedar Lake to District 6 in exchange for Moody's Corner. The result is improved continuity along Hwy 340 and improved parity numbers for all three Districts.

PROPOSED DISTRICT BOUNDARY ALTERATIONS (UPDATED)

With consideration towards preserving community boundaries and linguistic profiles of the districts we will begin with recommendations for District 1. District 1 will be relinquishing the entirety of the community of Ohio to District 2. Then the remainder of Bonnenfant Road contained within the Community of Grosses Coques will be placed in Church Point in District 3. Finally the remainder of Townshipline Road, Petite Paradis Road, and Belliveau Road in St. Bernard will be transferred to District 2. **This will make the total number of electors in District 1 888 making it +2.2% above the average number of electors, well within the recommended 10% District parity.**

In addition to receiving the remainder of Ohio District 2 will also be receiving the communities of Springdale as well as Townshipline Road, Petite Paradis Road, and Belliveau Road from St. Bernard. District 2 will be relinquishing the community of Briar Lake to District 6. **This will change the number of electors in District 2 to 813 placing it at -6.4% below the average electors per District.**

District 3 will receive the community of Little Brook in its entirety from District 4. It will also receive the entirety of Lower Concession from Districts 4 and 5. Finally, as was previously mentioned, the Section of Bonnenfant Road contained in the community of Grosses Coques will also be placed in District 3. **This will make the total electors in District 3 to 947 placing it +9% above the average number of electors, which is within recommended parity.**

District 4 as mentioned will be losing Little Brook to District 3. However, With the remaining communities within **District 4 this makes the population of electors 903 making District 4 +3.9% above the average number of electors.**

District 5 will contain the communities of Bangor, Lower Saulnierville, Meteghan River and St. Benoni in their entirety. **Making the District 5 balanced at 877 electors which is +0.9% above the average number of electors.**

District 6 will undergo the most changes. Meteghan will be relinquished to District 7 in its entirety This leaves the communities of Meteghan Station and Meteghan Centre. It is then recommended that the communities of Maxwellton, Mayflower and Lake Doucette be added to District 6. As previously mentioned, District 2 will also be relinquishing the community of Briar Lake to District 6. **Which brings the new number of electors for District 6 to 825, placing District 6 -5.1% below the average number of electors.**

District 7 upon receiving Meteghan will need to relinquish St. Alphonse onto District 8. **This will result in 882 electors in District 7 and place it +1.5% above the average number of electors, well within suggested parity.**

Finally, District 8 will also see significant changes. With the new larger community of St. Alphonse to balance District 8 we would need to move Maxwellton, Mayflower and Lake Doucette to District 6. Springdale will also be placed from District 8 into District 2. **In doing so we will bring the total number of electors in District 8 to 812 making District 8 -6.6% below the average number of electors. Thus, our recommendations will balance the Districts while still maintaining the numbers of Councilors.**

Total Electors 6947

Average 869

District 1 (944 to 888 Electors)

- St Bernard 226 (-58 Townshipline Road, Petite Paradis Road, and Belliveau Road)
- Belliveaus Cove 292
- New Edinburgh 163
- Grosses Coques 286 (- 21 electors on North East side of Bonnenfant Road)

District 2 (791 to 813 Electors)

- Southville 34
- Hilltown 89
- St. Joseph 72
- Havelock 59
- Easton 39
- New Tusket 69
- Corberrie 64
- Richfield 21
- Margo 4
- Hassett 75
- Weaver Settlement 93
- Ohio 38
- Hectanooga 56
- Springdale 34
- Moodys Corner 8
- Townshipline Road, Petite Paradis Road, and Belliveau Road +58 (From St. Bernard).

District 3 (876 to 947 Electors)

- Church Point 346
- Concession 366
- Little Brook 170
- Church Point Station 13
- Lower Concession 31

- North East side of Bonnenfant Road +21 (from Grosses Coques)

District 4 (772 to 903 Electors)

- Comeauville 235
- Little Brook Station 92
- Saulnierville 281
- Saulnierville Station 295

District 5 (944 to 877 Electors)

- Bangor 166
- Lower Saulnierville 289
- Meteghan River 353
- St. Benoni 69

District 6 (845 to 825 Electors)

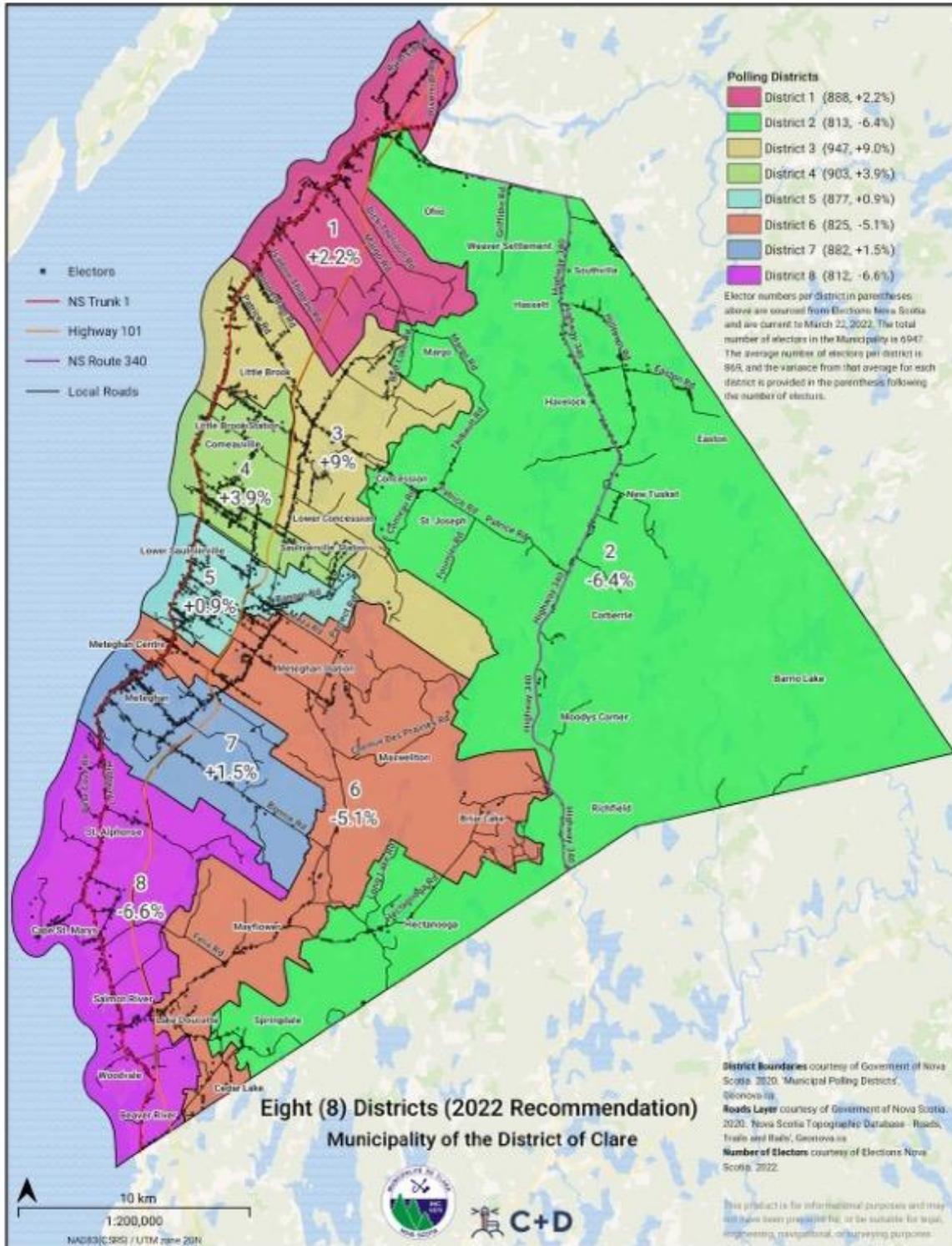
- Meteghan Centre 210
- Meteghan Station 374
- Mayflower 89
- Lake Doucette 74
- Maxwellton 21
- Briar Lake 9
- Cedar Lake 48

District 7 (876 to 882 Electors)

- St. Martin 240
- Meteghan 642

District 8 (897 to 812 Electors)

- Beaver River 66
- Cape St. Marys 59
- Mavillette 194
- Salmon River 201
- Woodvale 58
- St. Alphonse 234



8 Boundary Recommendation for Municipality of Clare (Updated)

9 MGA Requirement 29 (3) Suggested Changes for Parity

District	# of Electors	% of the total number of electors	Average number of electors per Councillor	# to which excess or is less than the average number of electors per Councillor	% to which excess or is less than the average number of electors per Councillor
District 1	888	12.8%	869	19	2.1%
District 2	813	11.7%		-56	-6.4%
District 3	947	13.7%		78	9.0%
District 4	903	13%		34	3.9%
District 5	877	12.6%		8	0.9%
District 6	825	11.9%		-44	-5.1%
District 7	882	12.7%		13	1.5%
District 8	812	11.6%		-57	-6.6%
Total	6945				

10 Boundary Recommendation Retaining 8 Councillors (By Community)

District	Community	Number of Electors	Average Number of Electors per Councillor	Parity
1	St. Bernard	226 (-58 Townshipline Road, Petite Paradis Road, and Belliveau Road)	888	2.2%
	Belliveaus Cove	292		
	Grosses Coques	286 (-21 Bonnenfant Road)		
	New Edinburgh	163		
	Total	888		
2	Weaver Settlement	93	813	-6.4%
	Hassett	75		
	Southville	34		
	Hilltown	89		
	St. Joseph	72		
	Havelock	59		
	Hectanooga	56		
	Easton	39		
	New Tusket	69		
	Coberrie	64		
	Moody's Corner	8		
	Springdale	34		
	Richfield	21		
	Ohio	38		
	Margo	4		
Townshipline Road, Petite Paradis Road, and Belliveau Road	58			
Total	813			
3	Church Point	346	869	9%
	Concession	366		
	Little Brook	170		

District	Community	Number of Electors	Average Number of Electors per Councillor	Parity
	Church Point Station	13		
	Lower Concession	31		
	North East Section of Bonnenfant Road	21		
	Total	947		
4	Comeauville	235	869	3.9%
	Little Brook Station	92		
	Saulnierville	281		
	Saulvierville Station	295		
	Total	903		
5	Bangor	166	869	0.9%
	Lower Saulnierville	289		
	Meteghan River	353		
	St. Benoni	69		
	Total	877		
6	Meteghan Centre	210	869	-5.1%
	Meteghan Station	374		
	Maxwellton	21		
	Mayflower	89		
	Cedar Lake	48		
	Briar Lake	9		
	Lake Doucette	74		
	Total	825		
7	St. Martin	240	869	1.5%
	Meteghan	642		
	Total	882		
8	Beaver River	66	869	-6.6%
	Cape St. Marys	59		
	Mavillete	194		
	Salmon River	201		
	Woodvale	58		
	St. Alphonse	234		
	Total	812		

CONCLUSION

Paying mind to the Municipality's interests, we have prepared this Initial Analysis Report to help best inform Council and the public moving forward. Our recommendation for District Boundary Alteration is the above scenario and we would like to move forward with it to public engagement. As we receive feedback from Council and the Community, it is possible that the District Boundary Alteration Recommendations will change again. This is all part of a successful public consultation and will lead us to the best final scenario to submit to the NSUARB. It is very important to us that all requirements of the NSUARB for the Boundary Review are successfully met.

NEXT STEPS

As a follow up to this report, the next steps for this process include:

1. Optional Presentation to Council, July 20, 2022
2. Preparation of Public Engagement Process (Final documents and dates to be reviewed and approved by Municipal staff)
 - a. Online Survey
 - b. Newspaper Ads
 - c. Mail Out Package
 - d. Website Content
 - e. Public Meeting July 27th 6:00pm Municipal Building
3. Any Additional Information and Requests that Council or Staff May need to Move Forward with the Process

APPENDIX

COUNCILLOR FEEDBACK FORM



COUNCIL FEEDBACK FORM

BOUNDARY REVIEW

In 2018 Council undertook a boundary review which was performed by Stantec Consulting., The NSUARB has acknowledged that this study was undertaken by the council and has deemed that a simplified Boundary Review application for this year will be adequate.

Assuming Council is satisfied with the finding of the 2018 report Our team will follow the requirements of the Municipal Government Act by confirming the findings of the 2018 report and performing a minimal public engagement process to ensure there are no intervenors for the number of Councillors. We will keep the Municipality apprised of the progress of the study and public consultation through reporting. C + D Community Design staff will compile a final report with all findings for staff and Council and prepare a submission to the NSUARB with any requested changes and reasoning following the UARB Section 512. Should there be a public hearing before the NSUARB, our team is prepared to appear alongside the Municipality to present our findings, conclusions, and recommendations.

Click below to review the report:

Initial Analysis Report- Clare Boundary Review

This form is to provide Council with a means to submit written feedback to C + D Community Design on proposed District boundary changes that will be going to public engagement. After completion, please return to your Junior Planner, Raleigh King, Raleigh@cdcommunitydesign.ca. If you have any questions, please contact Derek at (902)761-2853

Name:
Phone Number:
Email Address:
District:

All councils must conduct a study into the reasonableness and fairness of the number and boundaries of polling districts and the number of Councillors before making the application to the Board. – NSUARB

Have you reviewed the Initial Analysis Report for the Municipality of Clare Boundary Review?

Yes No

Do you feel the recommended public engagement process is sufficient to gain valuable feedback from the public on the two boundary and council structure scenarios under consideration?

Yes No

Do you have any additional comments on the public engagement process?



STATUS QUO

Reasons for Proposed Changes

This scenario includes revisions to every District in the Municipality. These revisions were made with the intent to preserve communities instead of dividing boundaries along roads as we have observed in past Boundary Reviews. Another parameter C+D tried to utilize was Geographical continuity between Districts. We wanted Districts to have a continuous border, one that didn't leave any communities as stand out islands. By performing the Boundary Review this way, we will be able to maintain community identity within Districts and in their continued representation.

In order to affirm the number of Councilors, the boundaries must be balanced appropriately so that they meet the NSUARB standard of 10% parity. The table above details the existing boundaries of the Municipality of Clare. There are several districts nearing or greater than the recommended 10% parity. To balance the districts C+D is making the following suggestions.

Proposed Changes

With consideration towards preserving communities, we will begin with recommendations for District 1. District 1 will be relinquishing the communities of Ohio and New Edenborough in their entirety to District 2. The community of Margo from District 2 will be placed within District 1. This will make the total number of electors in District 1 808 making it 7% below the average, within the recommended 10% District parity. This could potentially give District 1 space to grow in the future, as it has historically been above the average number of electors.

Continuing with District 2, in addition to gaining the community of Margo, District 2 will also be relinquishing Hectanooga to District 6. This will change the number the electors in District 2 to 833 placing it at 4.2% below the average electors per District.

District 3 will receive the community of Little Brook in its entirety from District 4. It will also receive the entirety of Lower Concession from Districts 4 and 5. This will make the total electors in District 3 to 926 placing it 6.5% above the average number of electors; which is well within recommended parity.

District 4 as mentioned will be losing Little Brook to District 3. However, With the remaining communities within District 4 this makes the population of electors 903 making District 4 3.9% above the average number of electors.

District 5 will contain the communities of Bangor, Lower Saulnierville, Meteghan River and St. Benoni in their entirety. Making the District balanced at 877 electors placing District 5 just 0.9% above the average number of electors.

District 6 will undergo the most changes. Meteghan will be relinquished to District 7 in its entirety This leaves the communities of Meteghan Station and Meteghan Centre. It is then recommended that the communities of Maxwellton, Mayflower, Lake Doucette and Springdale be added to District 6. This will also include Hectanooga from District 2. Which brings the new number of electors for District 6 to 858, placing District 6 1.3% below the average number of electors.

District 7 upon receiving Meteghan will need to relinquish St. Alphonse onto District 8. This will make the new number of electors in District 7 882 and place it 1.5% above the average number of electors, well within suggested parity.

Finally, District 8 will also see significant changes. With the new larger community of St. Alphonse in order to balance District 8 we would need to move Maxwellton, Mayflower, Lake Doucette and Springdale to District 6. In doing so we will bring the total number of electors in District 8 to 860 making District 8 1.1% below the average number of electors. Thus, our recommendations will balance the Districts while still maintaining the numbers of Councilors without dividing communities.



Will your District be impacted by the recommended Parity Changes?

Yes

No

From your experience as a Councillor for your District, do you have a concerns, comments, or feedback on the recommended Parity Changes of Scenario One?

Do you have any additional comments?

HOW DOES ELECTIONS NS SOURCE THEIR DATA?

Elections NS draws its information from a myriad of sources. By utilizing data retrieved during electoral events or upon receiving applications from eligible participants the information then becomes recorded. This information is further reinforced by vital statistics retrieved by the Provinces from Statistics Canada.

Sources Include:

Elector Movement within the Province:

- Registry of Motor Vehicle
- Elections Canada
- Provincial and Municipal Election (event based)

Elector Movement between Provinces (elector who moved out or moved into NS):

- Elections Canada

New Elector:

- Elector Contact and application submission; recorded upon being received.
- Department of Education for 16- and 17-years old students who turn 18 (Annually)
- Provincial and Municipal Election (event based)
- Elections Canada (new immigrants that became Canadian Citizen)

Deceased Electors:

- Vital Statistics
- Department of Health
- Elections Canada
- Elector Contact (upon application)
- Provincial and Municipal Election (event based)

Name Changes:

- Vital Statistics
- Department of Health
- Elections Canada
- Elector Contact (not monthly, we do this right away when we received the application)
- Provincial and Municipal Election (event based)
- NSCAF Address update on the civic address of the electors on a bi-weekly basis.

MUNICIPAL GOVERNMENT ACT RULES (SECTION 12 OF UARB)

Municipal boundaries

29 (1) *An application under Section 368 or 369 of the Act by a municipality which has been divided into polling districts shall contain the following information:*

- (a) a list of the polling districts in the municipality and the number of councillors elected from each;*
- (b) a brief description of each polling district, including the names of the larger communities, its geographic size, any relevant geographic features, and any factors which establish a particular community of interest in the polling district;*
- (c) the latest available population statistics for the municipality and for each polling district; and*
- (d) a table which shows the following information from the most recent municipal election:*
 - (i) the number of electors in each polling district,*
 - (ii) the total number of electors in the municipality,*
 - (iii) the percentage of the total number of electors in each polling district,*
 - (iv) the average number of electors per councillor for the municipality,*
 - (v) the number of electors per councillor for each polling district, and the number by which it exceeds or is less than the average number of electors per councillor,*
 - (vi) the number expressed as a percentage by which the number of electors per councillor in each polling district exceeds or is less than the average number of electors per councillor.*

(2) Where the application is to confirm the number and boundaries of the existing polling districts and the number of councillors to be elected therefrom, it shall contain the reasons why the status quo should continue.

(3) Where the application is to change the number or boundaries of the polling districts or the number of councillors elected therefrom, or both, it shall contain an outline of the proposed changes, reasons for the changes, a table similar to that referred to in subsection [clause] (1)(d) which shows an estimate of the elector statistics which will result if the change is approved.

(4) The application shall be signed by the mayor/warden and the clerk of the municipality and shall be accompanied by a copy of the resolution of council authorizing or directing the making of the application, certified by the clerk of the municipality to be a true copy of the resolution.

(5) An application may be in Form C.

31 (1) *Every application shall be accompanied by*

(a) a copy of any advertisement soliciting input from the public in conducting the study;

(b) a copy of the minutes of any council meeting and public hearing respecting the study or application;

(c) a map showing the boundaries of the existing polling districts;

(d) a description of the boundaries of the existing polling districts;

(e) where the application is to change the number or boundaries of the polling districts, a map showing the boundaries of the proposed polling districts and a description of the boundaries of the proposed polling districts;

(f) such additional information as Council determines.

(2) Where an application under Section 358 (amalgamation or annexation), Section 368 (polling districts), or Section 394 (dissolution of a town) of the Act is made, the application shall contain, to the extent possible, the information outlined in Rules 29, 30 and 31(1) above, including Forms E and F, depending upon the nature of the application.

HEARING GENERAL PROCEDURES

Upon receipt of an application, the Clerk of the Board will immediately contact the municipality or town to schedule a public hearing. Once the hearing date is confirmed, a notice of hearing will be prepared by the Clerk of the Board and published two times in a local newspaper. The notice will invite members of the public to comment on the application by way of letter of comment or to speak in person at the hearing. The municipality or town is billed for the cost of these advertisements.

The public hearing is normally held in the Municipality where the application arises. Hearings outside HRM are usually heard in municipal council chambers or other rooms within the municipal building. In cases where no change to the number of polling districts and councillors Most municipal boundary review hearings take one or two hours is requested, and no member of the public has contacted the Board to oppose the application or to request to speak at the hearing, the Board may elect to hold the public hearing by way of telephone conference call. Notwithstanding this general practice, the Board reserves the right to hold a public hearing in person if it deems it appropriate. Where the application requests a change to the number of polling districts and councillors, or there is a material change proposed to the boundaries of the polling districts, the Board will conduct the public hearing in person. Municipalities or towns are not required to be represented by legal counsel, but they are free to do so. Most municipal units are not represented by counsel and the applications are presented by one or more of the following: Mayor, Warden, Chief Administrative Officer, Clerk, Chair of the local boundary review committee, etc.

At the public hearing itself, the Board member opens the hearing by briefly describing the application and then asking the parties to identify themselves. The Board's hearings are all recorded electronically by a recording clerk who sits near the Board member hearing the application. The recording clerk is also responsible for handling the exhibits discussed during the hearing.

During a public hearing, a town or municipality presents evidence through the examination of its witnesses. He or she is first sworn in or affirmed (whichever their preference) to testify. In the case of municipal boundary hearings, the evidence is typically presented in the form of a presentation by the appropriate municipal official, including a discussion of the study or consultation undertaken by the municipal unit, any report prepared by the applicant, and details contained in the application. After the municipal unit has presented its application, the Board will usually ask questions related to the application. In rare cases, the Board may ask for additional information or data to be filed as an undertaking after the hearing.

After the presentation of the application is concluded, the Board will open the hearing to any members of the public who may have comments, either in support or opposed to the application. At the end of such comments, the town or municipality will be provided with an opportunity to respond to any concerns or issues raised by the public and to provide any final submissions summarizing the key points of their application.