



MUNICIPAL PROPERTY ASSESSMENT CORPORATION

October 11, 2013

To: All Municipal Clerks
From: Arthur Anderson, Director, Municipal Relations
Subject: **2014 Enumeration – Ward/Poll Revision Process**

The Municipal Property Assessment Corporation's (MPAC) work in support of the 2014 election continues. In addition to our internal preparations, we have been pursuing stakeholder outreach opportunities to share information regarding plans for the 2014 Enumeration event.

This update pertains to the Ward/Poll revision process. Your local Municipal Relations Representative (MRR) will be contacting you and/or your staff to review ward/poll boundary requirements to ensure the information is updated in preparation for 2014.

Recognizing that some municipalities have completed or are already in the process of completing ward boundary changes for the 2014 election, further canvassing may not be necessary at this time.

Ward/Poll Boundary Considerations

Ward boundary changes – municipalities contemplating a revised ward structure, requiring the approval of Council, must submit a copy of the supporting by-law with any changes to MPAC. Final decisions on ward boundary changes for the 2014 elections must be made prior to January 1, 2014.

While the timing of actual changes to ward assignments in MPAC's database is at the discretion of the municipal clerk, the decision may be impacted by several matters. Specifically, you may want to consider the potential for a by-election which can be held for an office that becomes vacant as late as March 31, 2014, and which must be conducted under the 2010 ward structure.

Poll boundary changes – boundary changes within the existing ward/poll structure, not requiring a supporting by-law, will be completed based on requests submitted to MPAC from the municipal clerk.

Population of the Electoral Group Report

MPAC is required to produce the Population of Electoral Groups (PEG) report based on the ward structure under which the 2014 elections will be conducted. Since this report must be delivered to the Ministry of Education, all school boards, and all clerks conducting school board elections by February 15, 2014, MPAC would prefer that all ward boundary changes be processed on our database by the end of January, 2014.

Municipal sign-off

As in previous Enumeration events, municipalities will be required to approve all ward/poll changes made to MPAC's database at the conclusion of the process.

If you have any questions regarding the 2014 Ward/Poll revision process, please do not hesitate to contact your local MRR.

Yours truly,



Arthur Anderson,
Director, Municipal Relations

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