



Nova Scotia Utility and Review Board

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December 10, 2021

jspencer@nsfm.ca

Juanita Spencer, CEO
Nova Scotia Federation of Municipalities
Suite 1304 – 1809 Barrington Street
Halifax, NS B3J 3K8

Dear Ms. Spencer:

S. 369 of the Municipal Government Act – 2022 Municipal Boundary Review

Section 369 of the *Municipal Government Act* requires councils of every town and municipality to apply to the Nova Scotia Utility and Review Board in 2022 to “confirm or to alter the number and boundaries of polling districts and the number of councillors.” All councils must conduct a study into the number of councillors and into the reasonableness and fairness of the number and boundaries of polling districts before making the application to the Board.

Enclosed is a copy of a User Guide prepared by the Board to provide guidance to towns and municipalities in the preparation of their applications. This information is also available on the Board’s website: <https://nsuarb.novascotia.ca/> under the Municipal Boundaries page.

Also, enclosed is a copy of Board’s *Municipal Government Act Rules (Rules)*. *Rule 27* sets out the information that is required to be filed by towns and municipalities which have polling districts or wards (to be completed on Form C). *Rule 28* sets out the requirements for towns which have no polling districts or wards (Form D).

All municipalities and towns in the province are being advised today of this application process with a similar letter. This is being provided to you for your information. If you have questions about the application process, please contact the undersigned. Please confirm receipt of this letter.

Yours very truly,

Bruce Kiley
Chief Clerk of the Board