



# 104BP Establishment of Wards

**APPROVED:** 2020.08.19

**AMENDED:**

**REVIEWED:** 2023.10.18

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## LEGAL REFERENCE:

- *Education Act, Section 76, 260*

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## POLICY STATEMENT:

The Board establishes wards to direct the operations of the school division and to guide trustee elections.

As per Section 76(1) of the *Education Act*, the Board establishes the nomination of Trustees by electoral wards within the boundaries of Buffalo Trail Public Schools as follows;

### Ward 1:

One (1) Trustee to be elected by residents of that part of the County of Minburn lying East of the road running South to North from between Sections 15 and 16, Range 12, Township 50 to between Sections 2 and 3, Range 12, Township 53.

### Ward 2:

One (1) Trustee to be elected by residents of the Town and Municipal District of Provost.

### Ward 3:

Electoral Subdivision #1: One (1) Trustee to be elected by residents of the Town of Wainwright.

Electoral Subdivision #2: One (1) Trustee to be elected by residents of that part of the Municipal District of Wainwright lying East of Highway 41, including the Villages of Chauvin and Edgerton.

Electoral Subdivision #3: One (1) Trustee to be elected by residents of that part of the Municipal District of Wainwright lying West of Highway 41, including CFB Wainwright at Denwood AB. and the Village of Irma.

Ward 4:

Electoral Subdivision #1: One (1) Trustee to be elected by residents of the Town of Vermilion.

Electoral Subdivision #2: One (1) Trustee to be elected by residents of that part of the County of Vermilion River located West of Secondary Highway No. 893, South of the County boundary and South from the Allendale Road at North of NW 7-52-7-W4, East 20 miles to Secondary Highway No. 893.

Electoral Subdivision #3: One (1) Trustee to be elected by residents of that part of the County of Vermilion River located East of Secondary Highway No. 893, South to the North banks of the Battle River and all those residents located South of the Streamstown road located at North of NW 21-51-4-W4, East 22 miles; inclusive of the Villages of Kitscoty and Paradise Valley.

Electoral Subdivision #4: One (1) Trustee to be elected by residents of that part of the County of Vermilion River located North of the Allendale Road and the Streamstown Road, North to the County boundary; inclusive of the Villages of Dewberry and Marwayne.

The Board may, if deemed necessary, adjust its electoral boundary wards and /or the number of trustees through a revised bylaw.

- a) The bylaw must be passed prior to December 31 in the year prior to the next general election in order to apply to that next general election.
- b) The bylaw does not apply to or affect the composition of the Board until the date of the next general election to which the bylaw applies.
- c) The Board shall provide a copy of a bylaw passed to the Minister as soon as possible after the bylaw is passed and before December 31 in the year prior to an election year.
- d) The bylaw must if practicable, provide that the number of trustees to be elected in each ward is in the same proportion to the total number of trustees of the board as the population of the ward is to the population of the school division.
- e) The Board shall establish, implement and make publicly available a policy respecting the considerations and process used by the Board to determine ward structures.

**Considerations for Determining Ward Structures and Number of Trustees**

When considering any revision to electoral boundaries and/or number of Trustees, the Board shall consider the following;

- a) Fair representation
- b) General population
- c) School enrollment
- d) Transportation Service Area
- e) Sparsity and density of population
- f) Wherever possible, existing municipal boundaries
- g) Geographical features, including existing road systems
- h) The desirability of understandable and clear boundaries and
- i) Any other factors it considers to be appropriate

**Process for Determining Ward Structures and Number of Trustees**

- a) The Board may contract with a consultant to research and present information to the Board and to the public.

- b) Prior to any change in ward boundaries and/or the number of Trustees within a ward, the Board shall provide the public with an opportunity for input. The Board will determine the type, the number and location(s) and advertising process of the public consultation. Information presented will include applicable legislation, current ward structures, current populations from the most recent census data and any other information deemed necessary.
- c) After taking into consideration public input, information from the requirements of the *Education Act* and *Electoral Boundaries Commission Act*, the Board will determine, at a Regular Board Meeting, whether any changes are necessary to the ward boundaries and/or the number of Trustees.