

**Terms of Reference for Toronto's Ward Boundary Review**

**Objective**

To undertake a ward boundary review process for Toronto, including broad engagement and consultation with the Toronto public, communities, key stakeholders, the Mayor and City Councillors and develop ward boundary options and recommendations for City Council's consideration.

**Consultant Responsibilities**

- Undertake a ward boundary review for Toronto that is legally robust and will withstand legal scrutiny and possible appeals to the OMB;
- Develop a ward boundary review work plan and engagement strategy for Council's consideration in winter 2013/ 2014;
- Undertake required electoral, public policy and other research to inform the ward boundary review process;
- Implement a two-stage broad engagement and consultation strategy with the Toronto public, communities, key stakeholders, the Mayor and councillors to elicit input on Toronto's current ward boundaries and input on ward boundary options; and
- Develop ward boundary options including number of wards and a recommended option for City Council's consideration in spring 2016.

The consultant may consult academics, electoral, public policy and other experts during the ward boundary review process.

**Project Parameters**

The consultant will be responsible to undertake a Toronto ward boundary review within the following parameters:

- Develops a ward boundary review process, work plan and engagement and consultation strategy that does not assume a pre-determined number of wards or specific boundaries of wards for Toronto;
- Applies the principle of "effective representation" as outlined by the Supreme Court of Canada and applied by the courts and the OMB in developing ward boundary options;
- Considers and reflects the principles of geography, community history, minority representation, communities of interest, physical and natural boundaries in developing ward boundary options;
- Adheres to requirements set out in relevant OMB and court decisions about undertaking municipal ward boundary reviews;

- Considers and accommodates Toronto's projected growth and population shifts for a reasonable period of time;
- Builds on lessons learned through other ward boundary reviews and leading electoral and public policy research and advice;
- Considers key City policies in the development of ward boundary options including the Official Plan and community revitalization plans;
- Includes at least two rounds of broad and comprehensive public consultation -- the first to provide information to support informed engagement and solicit feedback on existing ward boundaries, and the second to provide information and solicit feedback on ward boundary options;
- Considers the appropriate number of wards as well as ward boundaries; and
- Works within any additional parameters established by City Council.

### **Key Project Timelines and Deliverables**

- Spring 2013 – City Council authorizes the City Manager to retain a third party consultant to undertake a Toronto ward boundary review
- Fall 2013 – Consultant retained and begins work
- Winter 2013/2014 – Consultant submits a report on Toronto's ward boundary review process including a work plan, and engagement and consultation strategy for Council's consideration
- Spring 2014 to Fall 2015 – Toronto's ward boundary review process is underway including required research, implementing a broad two-stage engagement and consultation strategy, and the development of ward boundary options for Toronto
- Fall 2015 to Spring 2016 – Consultant prepares a final report including ward boundary options and recommendations for Council's consideration
- Spring 2016 – Council considers the final report on Toronto's ward boundaries and may adopt a by-law to adjust ward boundaries
- Spring 2016 to end of 2016 – Time estimated for possible court or OMB appeals
- 2017/2018 – Ward boundary changes are implemented and election readiness is undertaken
- Fall 2018 – Municipal election