



The Municipalities Act Process for Voluntary Restructuring

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The process for voluntary restructuring must include, but is not limited to the following steps:

❖ **Process Initiation**

- ◆ Council resolution to restructure;
- ◆ Possibly the negotiation of a voluntary restructuring agreement between the affected municipalities;
- ◆ Alternatively, the public may petition the council to pass a resolution to restructure.

❖ **Public Consultation**

- ◆ **Public Meeting:** The Council must provide an opportunity for public input by conducting a public meeting. Public notice shall be given stating the council's intention to restructure, the date of the public meeting and the address to which written submissions may be sent;
- ◆ **Public Notice:** The notice must be advertised for two consecutive weeks in a local newspaper and by mailing the same notice to each affected landowner, municipality and school division;
- ◆ **Written objections:** Any person may file a written objection within four weeks of the last published notice. The details regarding the address and dates shall be provided in the Public Notice noted above;
- ◆ **Optional:** The council may submit a question on the proposed application to the voters of the municipality; the voters may petition for a referendum on a question related to a proposed application; or the Minister may require a council to submit a question on a proposed application to a vote.

❖ **Application to the Minister in a prescribed form includes:**

- ◆ Resolutions from the involved municipalities;
- ◆ Any petitions respecting the proposal;
- ◆ A map or plan of the proposal and a description of the lands;
- ◆ A future growth plan of the municipality;
- ◆ A proposed operating and capital budget;
- ◆ A copy of the public notice, any objections and the minutes of the public meeting related to the proposal;
- ◆ A statement setting out the population, total value of taxable assessment, and the number of dwellings and lots for each involved municipality; and
- ◆ If applicable, a copy of any voluntary restructuring agreement.

❖ **Ministry Process**

- ◆ A review of the application is conducted to determine the viability of the proposed and involved municipalities;
- ◆ The Minister may request the Saskatchewan Municipal Board review any application;
- ◆ The Minister may approve the restructuring by Minister's Order; or
- ◆ The Minister may reject any application that is deemed not to be in the public interest or in the case of restructuring would result in the creation of non-viable municipalities. The Minister must cause notice of rejection to be published in a locally circulated newspaper.

NOTE: This document has been prepared by Saskatchewan Ministry of Municipal Affairs for general information purposes and should not be relied upon as a substitute for specialized legal or professional advice.