Please Note: Cellular phones/pagers must be switched to the non-audible function during this meeting.

AGENDA
For the Regular Meeting of the Council of the Municipality of West Grey
To be Held on Monday, December 17, 2018 at 6:30 p.m.
At the Council Chambers – West Grey Municipal Office

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<table>
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<tbody>
<tr>
<td>1</td>
<td>Call to Order</td>
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<td>2</td>
<td>Moment of Reflection</td>
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<td>3</td>
<td>Declarations of Pecuniary Interest &amp; General Nature Thereof</td>
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<td>4</td>
<td>Closed Session</td>
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<td>Personal matters about an identifiable individual, including municipal or local board employees (citizen appointments to committees)</td>
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<td>5</td>
<td>Matters Arising from the Closed Session</td>
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<td>6</td>
<td>Comment Period</td>
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<td>(Inquiries during the comment period shall be directed by the public and press to Council members and shall deal with matters specific to Agenda business. A maximum of two (2) minutes per person is allotted for comments, and the maximum time allotted for the Comment Period as a whole is ten (10) minutes. Each inquiry made during the comment period shall be recorded in the minutes and the minutes shall note whether the inquiry was answered or requires an answer at or before the next meeting.)</td>
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<tr>
<td>7</td>
<td>Public Meetings – None</td>
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<td>8</td>
<td>Part I - Consent Agenda</td>
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<td></td>
<td>(For the purpose of convenience and for expediting meetings, matters of business that are of repetitive or routine nature are included in the Consent Agenda, and all such matters of business contained in the Consent Agenda are voted on collectively. A particular matter of business may be singled out from the Consent Agenda for debate or for a separate vote upon the request of any Councillor. In the case of a separate vote, the excluded matter of business is severed from the Consent Agenda and only the remaining matters of business contained in the Consent Agenda are voted on collectively. Each and every matter of business contained in the Consent Agenda is recorded separately in the minutes of the meeting.)</td>
</tr>
</tbody>
</table>
Adoption of Minutes
(Only changes in the form or errors or omissions taken at a previous meeting may be made in adopting the Minutes. Other comments are out of order.)

Council:
A1 Minutes of Regular Council Meeting – November 19, 2018 (draft)
   (attachment)
Minutes of Inaugural Council Meeting – December 3, 2018 (draft)
   (attachment)
Minutes of Council Meeting (Orientation Session) – December 5, 2018
   (draft) (attachment)
Minutes of Committee of the Whole Meeting – December 10, 2018 (draft)
   (attachment)
Minutes of Committee of the Whole (Planning) Meeting – December 10, 2018
   (draft) (attachment)

Resolution Prepared – Minutes Be Adopted as Circulated

Committees:
A2 West Grey Committee of Adjustment – November 12, 2018 (previously
   submitted)
West Grey Parks Committee – October 4, 2018 (attachment)
Neustadt Recreation Advisory Committee – October 10, 2018
   (attachment)
Normanby Recreation Advisory Committee – October 24, 2018
   (attachment)
West Grey Parks Committee – November 7, 2018 (attachment)
   (attachment)
Neustadt Recreation Advisory Committee – November 14, 2018 (draft)
   (attachment)
West Grey Committee of Adjustment – December 10, 2018 (draft)
   (attachment)

Resolution Prepared – Minutes Be Received as Circulated

Other
A3 Drinking Water Source Protection Committee – June 22, 2018
   (attachment)
Saugeen Mobility and Regional Transit – September 28, 2018
   (attachment)
Multi-Municipal Wind Turbine Working Group – October 11, 2018
   (attachment)
Elmwood Community Centre Board – October 16, 2018 (attachment)
West Grey Public Library Board – October 17, 2018 (attachment)
Saugeen Municipal Airport Commission – October 18, 2018 & November
   14, 2018 (attachment)
Elmwood Community Centre Board – November 20, 2018 (attachment)

Resolution Prepared – Minutes Be Received as Circulated
Routine Department Reports
B1 Clerk – Report #CC 12/17/18 (attachment)

Miscellaneous Correspondence (For Information Only - Not Circulated but Available for Viewing at Meeting)
C1 Larry Miller, M.P. Bruce-Grey-Owen Sound – letter of congratulations to Mayor Robinson respecting her recent election victory

Future Committee Meetings
D1 None

Part II - Regular Agenda

9. Communications from the Mayor and Council

10. Delegations

1993934 Ontario Inc., Jason Tremble (President) & Kevin Tremble (Vice-President) – request for West Grey to provide a grant-in-lieu equal to the development charges for the eleven affordable apartment units proposed at Plan 500, Park Part Lot 8, Chester N/S, Geographic Town of Durham (attachment)

11. Business Arising from the Previous Meeting

12. Staff Reports

Director of Finance/Treasurer - Report #FTR 12/17/18 (attachment)
Director of Infrastructure and Public Works – Report #DIPW 12/17/18
Clerk – Report #CR #12/17/18 (attachment)

By-Laws – First, Second & Third Readings

129-2018 A By-law to rezone Lot 3, Concession 15, Geographic Township of Normanby (Francis & Elaine Walter – B12/2018) (attachment)
130-2018 A By-law to establish a Terms of Reference and Mandates for certain advisory and local committees of the Municipality of West Grey (repeals By-law Number 119-2018) (attachment)
131-2018 A By-law to appoint officials to various committees of the Municipality of West Grey (repeals By-law Numbers 36-2018, 55-2018 & 107-2018) (attachment)
(4) December 17, 2018

132-2018 A By-law to appoint citizens to various committees of the Municipality of West Grey (attachment)
133-2018 A Site Plan Control Area By-law for lands described as Plan 80, Part Lots 8 & 9, Queen St. (6 Queen Street East, Elmwood), Geographic Township of Bentinck (Scott Beckenhauer) (attachment)
134-2018 A By-law to enter into a Subdivision Pre-Servicing Agreement between John Welton Custom Homebuilding Inc., and the Municipality of West Grey (attachment)
135-2018 A By-law to enter into a Financing Agreement between the Elmwood Community Centre Board, Municipality of Brockton, and Municipality of West Grey (attachment)
136-2018 A By-law to enter into an Elmwood Community Centre Joint Recreation Agreement between the Municipality of Brockton, and Municipality of West Grey (attachment)
137-2018 A By-law to confirm the proceedings of the December 5 & 17, 2018 Council meetings (attachment)

14. New Business

15. Addendum

16. Notice of Motion/Direct Motions
   (Notices of Motion shall consist of motions brought forward by individual members for the consideration of Council. The member shall read the proposed motion and shall present a copy of it in writing to the Clerk. The Clerk shall include the motion in the agenda of the next regular Council meeting under “New Business”. Direct Motions may be introduced under this section of the agenda with the consent of a 2/3 majority of Council. All such motions shall be introduced no later than one-half hour before curfew. It is the intent of Direct Motions to consider items which, due to time constraints, require the immediate attention of Council.)

17. Closed Session – Incomplete Items Only
18. Matters Arising from Closed Session – Incomplete Items Only

19. Question Period 9:50 p.m.
   (Inquiries during the question period shall be directed by the public and press to Council members and shall deal with matters specific to Agenda business. A maximum of two (2) minutes per person is allotted for questions, and the maximum time allotted for the Question Period as a
whole is ten (10) minutes. Each inquiry made during the question period shall be recorded in the minutes and the minutes shall note whether the inquiry was answered or requires an answer at or before the next meeting.)

20. Municipal Act – Notices - None
(Notices pursuant to Section 251 of the Municipal Act 2001, and in accordance with West Grey By-law No. 3-2003, are entered here for public notification purposes. Items listed will be placed on the next regularly scheduled meeting of the Council)

21. Adjournment 10:00 p.m.
*Please Note: all times are approximate, and are subject to change.
The following resolutions will be individually left on the table for signatures by Council for a Mover and Seconded, as they will not be individually read at the Council Meeting, as there will be only one resolution read during the Council meeting to approve items A1 – B1 in the Consent Agenda.

Be it resolved that, the Minutes of the Inaugural Council Meeting held on December 3, 2018; the Minutes of the Council Meeting held on December 5, 2018; the Minutes of the Committee of the Whole Meeting held on December 10, 2018; and the Minutes of the Committee of the Whole (Planning) Meeting held on December 10, 2018, be adopted, as printed; Further that, the Minutes of the West Grey Committees – A2, be received, as circulated; And further that, the Minutes of the Other Committees – A3, be received, as circulated.

Be it resolved that, the Council of the Municipality of West Grey hereby approves the following meetings/meeting dates:

**2019 Council Meeting Dates** (Council Meetings on Tuesdays unless otherwise noted)

<table>
<thead>
<tr>
<th>January 8, 10:00 a.m.*</th>
<th>January 22, 7:00 p.m.**</th>
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<tbody>
<tr>
<td>February 5, 10:00 a.m.</td>
<td>February 19, 7:00 p.m.</td>
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<td>March 5, 10:00 a.m.</td>
<td>March 19, 7:00 p.m.</td>
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<tr>
<td>April 2, 10:00 a.m.</td>
<td>April 16, 7:00 p.m.</td>
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<tr>
<td>May 7, 10:00 a.m.</td>
<td>May 21, 7:00 p.m.</td>
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<tr>
<td>June 4, 10:00 a.m.</td>
<td>June 18, 7:00 p.m.</td>
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<tr>
<td>July 2, 10:00 a.m.</td>
<td>July 16, 7:00 p.m.</td>
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<tr>
<td>August 6, 10:00 a.m.</td>
<td>August 27, 7:00 p.m.</td>
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<tr>
<td>September 3, 10:00 a.m.</td>
<td>September 17, 7:00 p.m.</td>
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<tr>
<td>October 1, 10:00 a.m.</td>
<td>October 15, 7:00 p.m.</td>
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<tr>
<td>November 5, 10:00 a.m.</td>
<td>November 19, 7:00 p.m.</td>
</tr>
<tr>
<td>December 3, 10:00 a.m.</td>
<td>December 17, 7:00 p.m.</td>
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*Closed sessions of morning Council meetings commence 9:00 a.m.**Closed sessions of evening Council meetings commence 6:00 p.m.

**2019 Committee of the Whole Meetings** (last Tuesday of each month unless otherwise noted)

<table>
<thead>
<tr>
<th>Wednesday, January 30, 9:00 a.m.</th>
<th>March 5, 1:00 p.m. (or after Council mtg.)</th>
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<tbody>
<tr>
<td>March 26, 9:00 a.m.</td>
<td>April 30, 9:00 a.m.</td>
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<tr>
<td>May 28, 9:00 a.m.</td>
<td>June 25, 9:00 a.m.</td>
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<tr>
<td>July 30, 9:00 a.m.</td>
<td>August 27, 9:00 a.m.</td>
</tr>
<tr>
<td>September 24, 9:00 a.m.</td>
<td>October 29, 9:00 a.m.</td>
</tr>
<tr>
<td>November 26, 9:00 a.m.</td>
<td>(No December 2019 C.O.W. Meeting)</td>
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</tbody>
</table>
Whereas, subsections 268(1), (2) and (3) of the Municipal Act 2001, S.O. 2001, c. 25, as amended, authorizes a council of a local municipality to appoint one of its members as an alternate member of the upper-tier council, to act in place of a person who is a member of the council of the local municipality and its upper-tier municipality, when the person is unable to attend a meeting of the upper-tier council for any reason, limiting the appointment of more than one alternate member during the term of council;
And whereas, the Council of the Municipality of West Grey deems it expedient and in the best interests of the municipality to appoint an alternate member to the upper-tier council;
Now therefore be it resolved that, the Council of the Municipality of West Grey hereby appoints Councillor Geoffrey Shea as its alternate member to the upper-tier (Grey County) council.
Draft MINUTES Draft
For the Regular Meeting of the
Council of the Municipality of West Grey
Held on Monday, November 19, 2018 at 6:30 p.m.
At the Council Chambers – West Grey Municipal Office

Council
Mayor Kevin Eccles, Deputy Mayor John A. Bell, Councillor Bev Cutting, Councillor Rebecca Hergert, Councillor Doug Hutchinson, Councillor Carol Lawrence, Councillor Rob Thompson

Staff
Laura Johnston, CAO/Deputy Clerk; Mark Turner, Clerk; Kerri Mighty, Director of Finance/Treasurer; Stephanie Pavao, Manager, Parks, Recreation & Culture - during reports; Brent Glasier, Director of Infrastructure and Public Works; Eunice Henning, Administrative Assistant; Cathy Sweeney, Economic Development, Tourism & Promotions

Moment of Reflection

Declarations of Pecuniary Interest – None

Closed Session
Hutchinson-Bell, Whereas, the Municipal Act, S.O. 2001, Section 239 (2), as amended, authorizes Councils of municipalities to close to the public a meeting or part of a meeting for dealing with certain subject matters, Now therefore be it resolved that, the Council of the Municipality of West Grey, does now go into a closed session of Council at 6:34 p.m., with the CAO/Deputy Clerk and Clerk, to discuss an item that relates to labour relations or employee negotiations. #332-18 Carried.

Hergert-Lawrence, Be it resolved that, the Council of the Municipality of West Grey hereby returns to Open Session of Council at 7:01 p.m. #333-18 Carried.

(Mayor Eccles confirmed that only closed session items identified were discussed in closed session)

Matters Arising from the Closed Session
Mayor Eccles reported on a positive performance review completed in closed session for the CAO/Deputy Clerk.

Comment Period - None
Public Meetings – None
Part I - Consent Agenda
Hutchinson-Thompson, Be it resolved that, Items A1 to B1 inclusive, contained in Part 1 – Consent Agenda, be adopted, as printed; And further that, authorization be given for the action to be taken as may be necessary to give effect to the recommendations contained therein. #334-18

Adoption of Minutes
Council:
A1 Minutes of Regular Council Meeting – November 5, 2018 (draft)
Minutes of Committee of the Whole (Planning) – November 12, 2018 (draft)
Committees:
A2 West Grey Committee of Adjustment – November 12, 2018 (draft)
Other
A3 West Grey Public Library Board – September 19, 2018
   Neustadt Business Group – September 27, 2018 & October 18, 2018
   Elmwood Community Centre Board – October 16, 2018
   Neustadt Business Group – November 12, 2018 (draft) – resolution #335-18

Hutchinson-Thompson, Be it resolved that, the Minutes of the Regular Council Meeting held on November 5, 2018; and the Minutes of the Committee of the Whole (Planning) held on November 12, 2018; be adopted, as printed;
Further that, the Minutes of the West Grey Committees – A2, be received, as circulated;
And further that, the Minutes of the Other Committees – A3, be received, as circulated. #335-18 Carried.

Routine Department Reports
B1 Clerk – Report #CC 11/19/18 – resolution #336-18

Cutting-Lawrence, Be it resolved that, the Council of the Municipality of West Grey hereby supports a one year extension of draft plan approval for the Jemmett Draft Plan of Subdivision 42-T-97005 to January 8, 2020. #336-18 Carried.

Miscellaneous Correspondence (For Information Only - Not Circulated but Available for Viewing at Meeting)
C1 None

Future Committee Meetings
D1 West Grey Public Library Board – November 21, 2018, 8:30 a.m., Durham Library Branch
Part II - Regular Agenda

Communications from the Mayor and Council
Mayor Eccles, and Councillors Hergert, and Hutchinson, reported on past activities and events since the last regular meeting of Council, and on upcoming events and activities.

Delegations

St. John’s Ambulance
Benjamin Meyer, Constable, West Grey Police Service, welcomed everyone and introduced Tony Alberts, the Branch Chair for Grey Bruce Huron Branch of St. John Ambulance, past Provincial Commissioner and a distinguished Commander in the Order of St. John.

Mr. Alberts presented a Gold Level Lifesaving Award & Certificate to Daniel Andres.

Daniel Andres, a family friend of Dr. Susan Boron and the late Doug Boron of the former Bentinck Township, on October 31, 2017 rescued both Susan and Doug from the cold water after the side-by-side all three were travelling on became submerged in a pond. Daniel removed Doug from the water then located Susan trapped under the water and pulled her to safety before successfully performing CPR, and subsequently called 9-1-1.

Mayor Eccles congratulated Mr. Andres regarding his heroic act, and receiving of the award.

Lee Hilliard
Lee Hilliard came before Council to discuss an enforcement issue relating to a trailer, shed and deck on her property at Part Lot 10, Concession 4, former Township of Glenelg. Ms. Hilliard has owned the subject property since 2010, and discussed the issue with the former By-law Enforcement Officer and was told the Hilliards’ could not build on the property, and they do not want to build on the property, as they just want to use it for recreational purposes, including a trailer.

The current By-law Enforcement Officer recently informed Ms. Hilliard that the trailer (as well as shed and deck) are not permitted and a trailer licence permit would be required, as well as an entrance permit and civic address number. Matt Armstrong, from the SVCA, conducted a site visit and indicated the SVCA has no issues with the trailer. Ms. Hilliard subsequently spoke to the By-law Enforcement Officer and was informed once again that a permit would be required and was requested to contact the Clerk. Ms. Hilliard contacted the Clerk
who indicated a trailer/trailer permit could not be issued as the entire parcel is within the NE (Natural Environment Zone).

The Clerk noted a trailer is not permitted in the NE Zone, and his standard response to these situations is to indicate that the only way a trailer, house, building or structure, would be permitted is if the Saugeen Valley Conservation Authority is willing to remove the property or a portion of the property from the NE Zone to meet zoning requirements.

Council asked for clarification if an entrance permit or a civic addressing sign has been obtained. Ms. Hilliard indicated she does have an existing entrance and a civic addressing sign.

Mayor Eccles indicated the SVCA should not be interpreting West Grey’s zoning by-law. Mayor Eccles indicated it is up to the SVCA to determine where the NE Zone is located.

Ms. Hilliard indicated she did not realize they were doing anything wrong on their property by placing a trailer (and shed) on the property.

Mayor Eccles suggested this issue be discussed at a future Committee of the Whole (Planning) meeting or that Ms. Hilliard apply for a zoning by-law amendment application. The Clerk cautioned Ms. Hilliard that the zoning by-law amendment fee is not refundable if not granted.

**Donna Clark**

Donna Clark, on behalf of a number of churches in Durham, requested the use of Vickers Park in Durham in connection with the multi-church “Going to Bethlehem” event on December 7, 2018.

Council clarified that approval for the use of Vickers Park only is required from the municipality. – resolution #346-18

**Bell-Thompson, Be it resolved that, the Council of the Municipality of West Grey hereby approves the request by Donna Clark to use Vickers Park in Durham in connection with the multi-church “Going to Bethlehem” event held on December 7, 2018. #346-18 Carried.**

**Presentation to Out-Going Council Members**

The Clerk presented plaques to out-going Members of Council on behalf of the Municipality of West Grey in recognition of the years of service on West Grey Council.
The Clerk and CAO/Deputy Clerk also provided certificates to out-going Members of Council from Larry Miller, MP Bruce-Grey-Owen Sound, and Bill Walker, MPP Bruce-Grey-Owen Sound, in recognition of their years of service on both West Grey Council and their respective Councils pre-amalgamation. Mayor Eccles read a congratulatory letter from MP Miller to Councillor Lawrence.

Out-going Council members were provided an opportunity for comments.

A recess time ensued for refreshments and pictures.

**Business Arising from the Previous Meeting - None**

**Staff Reports**

Director of Finance/Treasurer - Report #FTR 11/19/18

Approval of Accounts, Voucher #21-2018 – resolution #337-18

Letter from the Durham Art Gallery re: 2018 Grant (The grant request amount will be issued as it was previously approved in the 2018 budget)

2018 Year End Reserve Transfers – resolution #338-18

Disposal of 2014-2018 Council Laptops (see “Direct Motion” – resolution #347-18)

Bell-Thompson, Be it resolved that, the Director of Finance/Treasurer be authorized to pay the accounts presented as Voucher No. 21-2018 in the amount of $450,415.56, of the Municipality of West Grey. #337-18  Carried.

Cutting-Lawrence, Be it resolved that, the Council of the Municipality of West Grey hereby approves the 2018 Year End Reserve transfers as follows:

- The purchase of the side by side ATV for Police/Fire, be funded from the Fire Truck Reserve net of equipment disposal revenues ($15,726.72);
- That the budgeted amount of $75,000 for the new Police Station project be transferred to the Police Station Reserve;
- That any yearend surplus in the Streetlight budget be transferred to the General Capital Reserve to payback the LED lighting project;
- That any yearend Roads Capital levy budget to actual surplus be transferred to a Public Works Reserve for projects carried over to the 2019 budget year. #338-18  Carried.

Manager, Parks, Recreation & Culture – Report MPRC #11/19/18

Installation of an Automatic Tender Machine (ATM) at the Durham Arena – resolution #339-18
November 19, 2018

Hutchinson-Bell, Be it resolved that, the Council of the Municipality of West Grey hereby approves a one-year pilot project for the installation of an ATM Machine by ATM Guys at the Durham Arena, subject to a three-month review after the commencement of the pilot project to determine the viability of the ATM Machine. #339-18 Carried.

Clerk – Report #CR #11/19/18
Elisa Vander Hout/Glencolton Farms/Agri-Cultural Renewal Co-operative Inc. re: Christkindl Market Event – resolution #340-18 (Place on digital sign)

Cutting-Lawrence, Be it resolved that, the Council of the Municipality of West Grey hereby declares as a Municipal Significant Event, the 3rd Annual Christkindl Market event, hosted by Friends of Edge Hill School in collaboration with Symphony in the Barn and Glencolton Farms, on lands owned by Agri-Cultural Renewal Co-operative Inc., and described as Part Lot 44, Concession 3 EGR, former Township of Glenelg (393887 Concession 2). #340-18 Carried.

By-Laws – First, Second & Third Readings
123-2018 A By-law to appoint members to the Municipality of West Grey Committee of Adjustment (repeals By-law Number 107-2017) – resolution #341-18
124-2018 A By-law to rezone the subject lands described as Part Lot 2, Lot 3, Concession 15, Geographic Township of Glenelg (Murray – ZA-16-18) – resolution #342-18
125-2018 A By-law to designate the lands and buildings at 240 Garafraxa Street North (Durham Carnegie Free Library), Geographic Town of Durham, to be of cultural heritage value or interest – resolution #
126-2018 A By-law to rezone the subject lands described as Part Lot 1, Concession 13, RP16R6835, Part 1, Geographic Village of Neustadt (Morley – ZA-11-18 / OPA #7) – resolution #
127-2018 A By-law to confirm the proceedings of the November 19, 2018 Council meeting – resolution #

Hutchinson-Bell, Be it resolved that, By-law Number 123-2018, being a By-law law to appoint members to the Municipality of West Grey Committee of Adjustment (repeals By-law Number 107-2017), be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. #341-18 Carried.

Hergert-Hutchinson, Be it resolved that, By-law Number 124-2018, being a By-law to rezone the subject lands described as Part Lot 2, Lot 3, Concession 15, Geographic Township of Glenelg (Murray – ZA-16-18), be now read a first, second and third time, passed as amended and numbered
and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. #342-18 Carried.

Thompson-Hutchinson, Be it resolved that, By-law Number 125-2018, being a By-law to designate the lands and buildings at 240 Garafraxa Street North (Durham Carnegie Free Library), Geographic Town of Durham, to be of cultural heritage value or interest, be now read a first, second and third time, passed as amended and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. #343-18 Carried.

Hergert-Lawrence, Be it resolved that, By-law Number 126-2018, being a By-law to rezone the subject lands described as Part Lot 1, Concession 13, RP16R6835, Part 1, Geographic Village of Neustadt (Morley – ZA-11-18 / OPA #7, be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. #344-18 Carried.

Cutting-Hergert, Be it resolved that, By-law Number 127-2018, being a bylaw to confirm the proceedings of the November 19, 2018 Council meeting, be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. #345-18 Carried.

New Business - None
Addendum - None
Notice of Motion/Direct Motions
Council iPads – resolution #347-18

Bell-Thompson, Resolved that, the Council of the Municipality of West Grey hereby approves the disposal of obsolete Council iPads to departing Council members at no cost. #347-18 Carried.

Closed Session – Incomplete Items Only – n/a
Matters Arising from Closed Session – Incomplete Items Only – n/a

Question Period
Councillor Cutting noted the years of Council experience lost with out-going Council members, and based on her experience, recommended the new Council rely on the expertise of staff to provide information and make recommendations.
Councillor Lawrence stated that the new Council was elected to act for the people and indicated Council members should use common sense for the good of the ratepayers. New council should stick to their own convictions and speak out on what they believe in. Listen to staff and don’t micro-manage staff. Councillor Lawrence emphasized that Council needs to fight for Rockwood Terrace if both Rockwood Terrace and Grey Gables cannot both be saved. Councillor Lawrence wished the new Council good luck with their decisions, and recommended new Council members read George Cuff’s article in the October 2018 edition of The Municipal World magazine.

Mayor Eccles thanked Council members, both past and present, for their dedication to West Grey, and noted being on Council is very gratifying and sometimes frustrating. Mayor Eccles encouraged the new Council to do things as a team not as an individual, and when debate is over and a vote is taken with a decision made, band together and get it done. The new Council will have to learn continuously to make informed decisions and once a decision of Council is made, to support the decision. Doing what is popular is rarely what is right, but doing what is right is rarely popular, and Council is here to do what is best for the community. Mayor also thanked staff.

**Municipal Act – Notices** - None

**Adjournment**
Cutting-Lawrence, Resolved that, we do now adjourn at 9:30 p.m., to meet again on December 3, 2018, 10:00 a.m., or at the call of the Mayor. Carried.

______________________________  ________________________________
Mayor                                  Mark Turner, Clerk
Welcome
Clerk, Mark Turner, welcomed those individuals in attendance to the Inaugural Meeting of the 2018-2022 Council.

2018 - 2022 Council Procession Piped in by Bill McMeeken

Call to Order
Clerk, Mark Turner, called the Inaugural Meeting of West Grey Council to Order.

O Canada
The Durham Silver Threads Choir sang O Canada.

Opening Remarks
Clerk, Mark Turner, provided opening remarks to Council-Elect, and those individuals in attendance. The Clerk read congratulatory letters from Bill Walker MPP Bruce-Grey-Owen Sound to Mayor Robinson and Council members.

Declarations of Pecuniary Interest and General Nature Thereof – None

Declarations and Oaths of Allegiance
Clerk, Mark Turner, administered the Declaration of Office to Council members, and officially introduced the new Council members upon completion of the Declarations of Office.

Opening Comments
Mayor Christine Robinson provided opening comments to those individuals in attendance and to fellow Council members.
Comments from Deputy Mayor and Council Members
Each member of Council provided comments to those individuals in attendance, and to fellow Council members.

By-Laws:
128-2018  A By-law to confirm the proceedings of Council – resolution #348-18

Hamilton-Hutchinson, Be it resolved that, By-law Number 128-2018, being a bylaw to confirm the proceedings of the December 3, 2018 Inaugural Council meeting, be now read a first, second and third time, passed and numbered and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation and be engrossed in the by-law book. #348-18 Carried.

Adjournment
Hergert-Hutchinson, Resolved that, we do now adjourn at 10:35 a.m., to meet again on December 5, 2018, 9:00 a.m., or at the call of the Mayor.

__________________________    ________________________
Christine Robinson, Mayor            Mark Turner, Clerk
Minutes
For the Meeting of the Council of the Municipality of West Grey Held on Wednesday, December 5, 2018 at 9:00 a.m.
At the Council Chambers – West Grey Municipal Office

Council
Mayor Christine Robinson, Deputy Mayor Tom Hutchinson, Councillor Beth Hamilton, Councillor Rebecca Hergert, Councillor Doug Hutchinson, Councillor Geoffrey Shea, Councillor Stephen Townsend

Staff
Laura Johnston, CAO/Deputy Clerk; Mark Turner, Clerk; Kerri Mighton, Director of Finance/Treasurer; Brent Glasier, Director of Infrastructure and Public Works; Phil Schwartz, Chief, West Grey Fire Department; Rob Martin, Chief, West Grey Police Service; Kim Storz, CEO/Chief Librarian, West Grey Public Library; Stephanie Stewart, Manager, Community Services; Cathy Sweeney, Economic Development, Tourism & Promotions

Declarations of Pecuniary Interest and General Nature Thereof - None

Moment of Silence
A moment of silence was observed in recognition of the passing of Doug Fuehrer, on December 4, 2018, who served West Grey/Normanby Township for 34 years in the Public Works Department. West Grey flags will be lowered at half-mast.

1. Item of Business

1) Council Orientation Session

The CAO/Deputy Clerk introduced senior staff in attendance. Senior staff presented their reports contained in the Council Orientation Manual 2018-2022.

The CAO/Deputy Clerk provided some highlights from the Council Orientation Manual, noting the West Grey community vision and corporate mission statements, and reporting on the status of the 2020 Action Plan. The Municipality is considering ways to improve/enhance communication means, as well as accountability and transparency. The CAO/Deputy reported on the different roles of Council and staff.

The CAO/Deputy Clerk requested Council to follow a protocol of sending any questions/comments to the CAO/Deputy Clerk, cc’ed to the Mayor, for the CAO/Deputy Clerk to distribute/discuss with appropriate staff members.
The CAO/Deputy Clerk reported the University of Western Ontario is completing a Succession Planning research paper respecting West Grey that will compare West Grey with other municipalities on such matters as policies and benefit packages. The CAO/Deputy Clerk also reporting on a number of economic development initiatives, including some proposed residential plans of subdivisions. Council requested that the impact of economic development initiatives be quantified/measured.

The CAO/Deputy Clerk asked Council to provide any ideas for delegations to the 2019 Rural Ontario Municipal Association (ROMA) Conference, as the deadline for submissions is December 10. Council requested the CAO to submit delegation requests to ROMA that were not supported during last year’s delegations to the ROMA and the Ontario Good Roads Association (OGRA) conferences.

Council asked if Grey County has provided a draft copy of their Community Action Plan (CIP). The CAO/Deputy Clerk responded that the County is keeping the CIP flexible so municipalities can adopt their own policies/priorities. It is anticipated the CIP will be ready by early 2019, and then Council/staff will determine what components of the CIP that West Grey will want to initiate.

The Clerk explained the purpose of each item on a Council Agenda. Council requested the Clerk to investigate electronic voting for resolutions during Council meetings that indicates how individual Council members have voted, similar to that utilized by the Township of Southgate.

The Director of Infrastructure and Public Works noted the future vision of the Public Works Department. The Director cited some challenges facing the Public Works Department, including financial pressures due to downloading of responsibilities and increased reporting requirements by the Province; the need to facilitate new development while managing pressures on existing infrastructure and demands for new infrastructure; establishing realistic service level standards; and the completion of the West Grey Asset Management Plan by the provincial deadline of July 2019 for policy and July 2021 for the all-inclusive Asset Management Program. The Director also provided an operational overview of the Public Works Department.

Council temporarily adjourned for lunch at 12:03 p.m., and reconvened at 12:45 p.m.

The DIPW concluded his operational overview and capital facilities presentation.
The Manager, Community Services, presented the future vision for Parks, Recreation, and Culture, including improving the level of community services; providing opportunities for residents to enhance their quality of life, and reducing municipal risk. The creation of an on-line booking and payment system for recreation facilities is underway. There will be a focus on child/youth initiatives so young individuals are more active in later years. The Manager, Community Services is also working with various senior groups, and is considering establishing a community guide.

Council asked about the potential development of a trail system. The CAO/Deputy Clerk stated West Grey is not in the trail business at present, and therefore, it would be an enhanced service level with associated costs and staffing implications. The municipal insurers have noted the liability risks associated with trails.

Council asked how the municipality can better foster arts, culture and heritage in the community. The Manager, Community Services, admitted this is a gap at present, however, there are opportunities to work with the Durham Art Gallery and other organizations to promote same.

Council asked if West Grey can establish a seniors program similar to one that is operating in Markdale. The Manager, Community Services, will contact individuals she knows in this group, and report back to the Parks, Recreation and Culture Advisory Committee, and ultimately, Council.

The Director of Finance/Treasurer, provided Council with information relating to the budget, assessment and taxation, development charges, and payroll/council remuneration.

The West Grey Fire Service Chief, reported West Grey has three fire stations (Ayton, Durham and Neustadt), as well as a joint fire department board (Elmwood), and pays for fire service provided to portions of West Grey by the Town of Hanover, Township of Wellington North, and Municipality of Grey Highlands. The Chief noted the levels of training required by firefighters, and the rolling stock inventory of the West Grey Fire Service. The Chief is also responsible for Emergency Management and the Emergency Plan, and sits as the management representative on the West Grey Health & Safety Committee.

Council questioned if there is a business continuity plan for emergency purposes. The Fire Chief responded that West Grey does not have a formal plan, however, the municipality will utilize all resources as noted in the West Grey Emergency Plan.
Council questioned if on-line submissions/requests for burn permits can be established. The Manager, Community Services, noted the on-line booking system currently being worked on would not support on-line booking for burn permits. The Fire Chief cautioned that individuals need to have interaction with the Fire Chief to be educated in terms of what is permitted to be burned.

The Chief Librarian/CEO, West Grey Public Library, reported the library operates in accordance with the Public Libraries Act with the Library Board appointed by Council, having a minimum of five members and maximum of nine members.

The Chief Librarian/CEO noted the West Grey Public Library operates out of four buildings, comprising three library branches (Ayton, Durham and Neustadt), and a Resource Centre in Elmwood. There are approximately 21,000 library visits to West Grey libraries to date this year, with almost 400 new library patrons last year.

The Chief Librarian/CEO also noted the Board is considering a strategic plan. Goals of the library include increasing space mainly at the Durham Public Library branch; offering additional programming; and attempting to increase visibility in the community by having library staff attending various community events.

Council asked about the status of the bookmobile proposed to be established in Elmwood by the Bruce County Public Library Board. The CAO/Deputy Clerk replied that she spoke with the Director of Library Services at Bruce County and the Brockton CAO and Mayor, and it is an issue to be dealt with between the two library boards. The bookmobile service would possibly commence in Summer 2019. The Chief Librarian/CEO mentioned the former Library Board has indicated it will not provide a library/resource centre in Elmwood effective 2019, however, this matter will be further discussed with the new Board. The former Library Board did not include the Elmwood Resource Centre in its 2019 budget.

Council questioned if library employees are deemed municipal employees. The Director of Finance/Treasurer responded affirmatively.

Council asked for clarification whether or not the Library Board is hoping to expand the space and services at the Durham Public Library branch building. The Chief Librarian/CEO responded affirmatively.

The West Grey Police Service Chief relayed the mission and vision statement of the police force, and legislative requirements of the police chief and police services board. The Business Plan of the police force includes road safety, youth engagement, community relationships, visibility, and drug enforcement. The Province requires the completion of a Municipal Engagement Plan for the police
force, which is the responsibility of the municipality to complete, hopefully with input from the police service.

Council questioned the Police Chief respecting the status of the police costing for the Township of Chatsworth to be potentially patrolled by the West Grey Police Service. The Police Chief noted there was a presentation on July 23, 2018 on behalf of the West Grey Police Services to the Township of Chatsworth Council. The new Chatsworth Council will determine what direction they wish to take respecting policing, which is currently provided by the Ontario Provincial Police (OPP). The Police Chief indicated the West Grey Police Service costing to Chatsworth was significantly less than the current cost for the provision of policing by the OPP to the Township of Chatsworth.

Council asked why the police service is not presently purchasing cannabis detectors. The Police Chief replied that the current cannabis detectors are expensive, not reliable, and must be kept level which would be a challenge on West Grey roads. All officers are trained for cannabis enforcement and detection.

Council asked how the West Grey Police Service interacts with the OPP. The Police Chief indicated the West Grey Police Service has only requested assistance from the OPP twice in the last two years although one of the two requests was denied, and conversely, the OPP has requested assistance from the West Grey Police Service on numerous occasions in the last two years. The Police Chief stated there is a good working relationship between the two police forces.

Council asked if either the West Grey Police Service or OPP charge each other for assistance. The Police Chief noted the two police forces do not charge for mutual assistance. The OPP does provide some free, more comprehensive services, such as during the Dornoch shooting.

Council questioned if this is a contract negotiation year for the West Grey Police Service. The Police Chief responded that 2020 is the contract negotiation year for the West Grey Police Service.

The CAO/Deputy Clerk reported on the status of the Building Department, noting the Joint Building Department comprising West Grey, Chatsworth, Grey Highlands, and Southgate was formed in 2015. The main office for the Joint Building Department is located in Markdale, and a Building Inspector attended the West Grey Office on Mondays and Thursdays until recently. The Township of Southgate ceased being a member of the Joint Building Department effective Summer 2018, and the Township of Chatsworth and West Grey will cease being members effective the end of 2018.
The CAO/Deputy Clerk further reported that building permit statistics for West Grey dictates the municipality should have its own building department. West Grey has a Chief Building Official (CBO) on a contract basis until a CBO is appointed (to be shared with West Grey and Chatsworth). West Grey will hire a Building Inspector solely for the municipality.

Council asked if consideration has been given to provide on-line services for building department purposes. The CAO/Deputy Clerk replied that the new CBO will assess building department needs, and staff have already implemented some enhancements to the system.

Mayor Robinson acknowledged the hard work of staff and the quality of the Council Orientation Manual.

Adjournment
Hutchinson-Shea, Resolved that, we do now adjourn at 3:02 p.m., to meet again on December 17, 2018, 7:00 p.m., or at the call of the Mayor.

Christine Robinson, Mayor
Mark Turner, Clerk
Minutes
Municipality of West Grey Committee of the Whole
Held on Monday, December 10, 2018 at 9:00 a.m.
At the Council Chambers – West Grey Municipal Office

Council
Mayor Christine Robinson, Deputy Mayor Tom Hutchinson, Councillor Beth Hamilton, Councillor Rebecca Hergert, Councillor Doug Hutchinson, Councillor Geoffrey Shea, Councillor Stephen Townsend

Staff
Laura Johnston, CAO/Deputy Clerk; Mark Turner, Clerk. Kerri Mighton, Director of Finance/Treasurer - during report.

Declarations of Pecuniary Interest - None

Closed Session
Hamilton-Hergert, Whereas, the Municipal Act, S.O. 2001, Section 239 (2), as amended, authorizes Councils of municipalities to close to the public a meeting or part of a meeting for dealing with certain subject matters, Now therefore be it resolved that, the Committee of the Whole of the Municipality of West Grey, does now go into a closed session at 9:01 a.m., with the CAO/Deputy Clerk, Manager, Community Services, and Clerk, to discuss an item that relates to personal matters about an identifiable individual, including municipal or local board employees. COW #60-18 Carried.

Townsend-Doug Hutchinson , Be it resolved that, the Committee of the Whole of the Municipality of West Grey hereby returns to Open Session at 11:50 a.m. #61-18 Carried.

(Mayor Robinson confirmed that only closed session items identified were discussed in closed session)

REGULAR AGENDA:

Matters Arising from the Closed Session
Mayor Robinson noted that the Committee of the Whole considered in closed session, the appointment of citizens to various committees by reviewing application submissions. A by-law to appoint same will be placed on the December 17, 2018 Council Agenda.

Public Meetings - None
Delegations – None
Business Arising From Previous Meeting - None

Staff Reports
December 10, 2018

Director of Finance/Treasurer – Report COW #12/10/18
Council Technology Review – resolution #COW 60-18

The Committee of the Whole temporarily adjourned at 12:14 p.m. for lunch and planning committee meetings, and reconvened at 4:23 p.m.

Financial Indicator Review (FIR) from the Ministry of Municipal Affairs (Five of six financial health indicators for West Grey noted there is a low level of risk to the municipality, and the sixth indicator improved in 2017 from a high level of risk to a moderate level of risk). (received for information)

Townsend-Hergert, Resolved that, the Committee of the Whole hereby recommends Council approves the purchase of laptops and payment of monthly security fees, with licenses not included, for those Council members who choose to use laptops, and iPads to be returned by those Council members choosing laptops. #COW 60-18 Carried.

Clerk – Report COW #12/10/18

Proposed 2019 Council, Committee of the Whole, Committee of the Whole (Planning), and Committee of Adjustment Meeting Dates (The Committee of the Whole requested the proposed January 29, 2019 Committee of the Whole meeting be changed to January 30, 2019, as the ROMA Conference runs from January 27-29, and the proposed August 22, 2019 Council Meeting (7:00 p.m.), be changed to August 27 (7:00 p.m.), due to certain Council members needing to travel back from the AMO Conference in Ottawa ending August 21) – resolution #COW 61-18

Proposed Update to By-law Number 119-2018 – resolution #COW 62-18

Proposed By-law to Appoint Officials to Various Committees – resolution #COW 63-18, #COW 64-18

Multi-Municipal Long Term Care Working Group (The Committee of the Whole requested correspondence from the Working Group be brought forward by the Clerk at the December 17, 2018 Council meeting)

Hamilton-Shea, Resolved that, the Committee of the Whole hereby recommends Council approves the 2019 Council, Committee of the Whole, Committee of the Whole (Planning), and Committee of Adjustment meeting dates, as contained in Clerk – Report COW #12/10/18, as amended. #COW 61-18 Carried.

Shea-Townsend, Resolved that, the Committee of the Whole hereby recommends Council approves the proposed update to By-law Number 119-2018, as contained in Clerk – Report COW #12/10/18, as amended. #COW 62-18 Carried.
Townsend-Hamilton, Resolved that, the Committee of the Whole hereby recommends Council approves the proposed by-law to appoint officials to various committees, as contained in Clerk – Report COW #12/10/18, as amended. #COW 63-18 Carried.

Hamilton-Councillor Hutchinson, Resolved that, the Committee of the Whole hereby recommends Council appoints Councillor Geoffrey Shea as West Grey’s alternate member to the upper-tier (Grey County) Council. #COW 64-18 Carried.

New Business
The CAO/Deputy Clerk reported receiving another application for appointment to committees.

Hergert-Doug Hutchinson, Whereas, the Municipal Act, S.O. 2001, Section 239 (2), as amended, authorizes Councils of municipalities to close to the public a meeting or part of a meeting for dealing with certain subject matters, Now therefore be it resolved that, the Committee of the Whole of the Municipality of West Grey, does now go into a closed session at 5:20 p.m., with the CAO/Deputy Clerk, and Clerk, to discuss an item that relates to personal matters about an identifiable individual, including municipal or local board employees. COW #65-18 Carried.

Hergert-Townsend, Be it resolved that, the Committee of the Whole of the Municipality of West Grey hereby returns to Open Session at 5:24 p.m. #66-18 Carried.

(Mayor Robinson confirmed that only closed session items identified were discussed in closed session)

The Committee of the Whole noted municipalities have to make a decision respecting whether or not to permit retail cannabis stores by January 22, and discussed the possibility of surveying the public prior to a decision being made. The CAO/Deputy Clerk advised the Clerk is preparing a report on this issue for the December 17, 2018 Council meeting. Input from the Police Chief and Director of Finance/Treasurer will also be requested. The CAO is working on a proposed survey.

The Committee of the Whole requested that a representative from SouthWestern Integrated Fibre Technology Inc. (SWIFT) be invited to attend as a delegation to a future Committee of the Whole meeting.

Council asked about CannAssist, being a cannabis company proposing to locate in West Grey. The CAO/Deputy Clerk will bring a report to Council or Committee of the Whole after meeting with CannAssist representatives.
Adjournment
Councillor Hutchinson-Hamilton, Resolved that, we do now adjourn at 5:30 p.m., to meet again on January 29, 2019, 9:00 a.m., or at the call of the Mayor. Carried.

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Christine Robinson, Mayor       Mark Turner, Clerk
The Committee of the Whole (Planning) met at the Council Chambers with the following members in attendance.

Members Present: Mayor Christine Robinson, Deputy Mayor Tom Hutchinson, Councillor Beth Hamilton, Councillor Rebecca Hergert, Councillor Doug Hutchinson, Councillor Geoffrey Shea, Councillor Stephen Townsend

Staff: Mark Turner, Clerk; Brent Glasier, Director of Infrastructure and Public Works (during John Welton/Sunvale Homes discussion)

Also Present: Ron Davidson, Municipal Planner

1) Disclosure of Pecuniary Interest - None

2) Public Meetings

1) Zoning By-law Amendment Application ZA-18-18 – Lot 3, Concession 15, former Township of Normanby (Francis & Elaine Walter)

Attendance: Francis & Elaine Walter

The Secretary-Treasurer read the statutory requirements for the Public Meeting, and noted the purpose of the Zoning By-law Amendment is to rezone the subject lands, Municipality of West Grey from the “A1” (Agricultural) Zone to the “A1-400” (Agricultural Exception) Zone for the severed parcel, and from the “A1” (Agricultural) Zone and “A3 (Restricted Rural) Zone to the “A1-401” (Agricultural Exception) Zone for the retained parcel. The Amendment would have the effect of recognizing the deficient lot frontage and area of the severed parcel, and prohibit the construction of a dwelling on the retained parcel.

Written comments were received from the Grey County Planning & Development Department, the Municipal Planner, Saugeen Valley Conservation Authority, and The Historic Saugeen Metis.

The Historic Saugeen Metis indicated in an email dated November 8, 2018 that they have no objection or opposition to the proposed zoning by-law amendment application.

The Saugeen Valley Conservation Authority indicated in a letter dated December 4, 2018 that in the opinion of SVCA staff, the Significant Natural Heritage features affecting the subject property are Significant Woodlands, and potentially the Habitat of
Endangered Species and Threatened Species, however, the SVCA is not recommending the completion of an Environmental Impact Study (EIS) to address these features.

The SVCA letter also notes it has come to the attention of SVCA staff that the habitat of endangered and threatened species may be located in the area of the proposed development. Section 2.1.7 of the Provincial Policy Statement (PPS 2014) indicates that development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements. It is the responsibility of the applicant to ensure the endangered species and threatened species policy referred to in the PPS has been appropriately addressed. Please contact the Ministry of Natural Resources and Forestry (MNRF) for information on how to address this policy. MNRF inquires in Grey County can be directed to Jody Scheifley, Management Biologist, phone: 519-371-8471, email: jody.scheifley@ontario.ca.

The SVCA letter concludes that all of the plan review functions listed in the Agreement have been assessed with respect to this proposal. The proposed Zoning By-law Amendment is acceptable to SVCA staff.

The Grey County Planning & Development Department indicated in a letter dated November 28, 2018 that County Transportation Services has reviewed the above noted file and has no concerns or objections with this proposal. A 50 foot or 15.24 metre Daylight at the corner of Concession 16 will be required to be conveyed to the county for future improvements. Please see the attached Engineering Field Report for further information. Provided that Minimum Distance Separation (MDS) can be met and all County Transportation Services requirements are met, County Planning staff have no further concerns.

The Municipal Planner indicated in his Planning Report dated December 10, 2018 that the proposed lot creation meets the Official Plan and PPS criteria for severing a surplus farmhouse. In this regard, favourable consideration of the severance application can be given.

Townsend-Hergert, Resolved that, the West Grey Committee of the Whole (Planning) hereby recommends Council approves zoning bylaw amendment ZA-18-18, as amended. … #21-18 Carried.

2) Zoning By-law Amendment Application ZA-17-18 – Plan 80, Part Lots 8 & 9, Queen St. (6 Queen Street East, Elmwood), former Township of Bentinck (Scott Beckenhauer)

Attendance: Scott Beckenhauer
The Secretary-Treasurer read the statutory requirements for the Public Meeting, and noted the purpose of the Zoning By-law Amendment is to rezone the subject lands described as Plan 80, Part Lots 8 & 9, Queen St. (6 Queen Street East, Elmwood), Geographic Township of Bentinck, Municipality of West Grey from the “R1A” (Unserviced Residential) Zone to the “C2” (Highway Commercial) Zone. The Amendment would have the effect of permitting the expansion of the existing C2 (Highway Commercial) Zone use (Beckenhauer Garage) on the abutting property to the immediate west owned by the applicant.

Written comments were received from the Grey County Planning & Development Department, the Municipal Planner, Saugeen Valley Conservation Authority, and The Historic Saugeen Metis.

The Historic Saugeen Metis indicated in an email dated November 5, 2018 that they have no objection or opposition to the proposed zoning by-law amendment application.

The Saugeen Valley Conservation Authority indicated in a letter dated December 4, 2018 that in the opinion of SVCA staff, the Significant Natural Heritage features affecting the subject property is potentially the Habitat of Endangered Species and Threatened Species.

The SVCA letter also notes it has come to the attention of SVCA staff that the habitat of endangered and threatened species may be located in the area of the proposed development. Section 2.1.7 of the Provincial Policy Statement (PPS 2014) indicates that development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements. It is the responsibility of the applicant to ensure the endangered species and threatened species policy referred to in the PPS has been appropriately addressed. Please contact the Ministry of Natural Resources and Forestry (MNRF) for information on how to address this policy. MNRF inquires in Grey County can be directed to Jody Scheifley, Management Biologist, phone: 519-371-8471, email: jody.scheifley@ontario.ca.

The SVCA letter concludes that all of the plan review functions listed in the Agreement have been assessed with respect to this proposal. The proposed Zoning By-law Amendment is acceptable to SVCA staff.

The Grey County Planning & Development Department indicated in a letter dated November 28, 2018 that County Transportation Services has reviewed the subject file and have no concerns with this application. Provided that adequate servicing can be provided to the expanding commercial zone, County planning staff have no further concerns.

The Municipal Planner indicated in his Planning Report dated December 10, 2018 that the proposal to rezone the subject lands to ‘C2’ in order to facilitate the expansion of the Beckenhauer garage can conform to the Official Plan provided the applicant can
demonstrate through a Site Plan Agreement that the garage’s expansion is compatible with the surrounding lands uses. The Site Plan should also deal with the applicant’s existing operation to the west. The proposed rezoning is consistent with the Provincial Policy Statement. Based on the foregoing, the proposed Zoning By-law Amendment can be given favourable consideration. Council, however, should not approve the By-law until a proper Site Plan has been prepared and the Site Plan Agreement has been registered on title.

The Committee asked the Municipal Planner what type of screening would be recommended for inclusion in a site plan agreement. The Municipal Planner noted typically a 6’ wooden fence.

The Committee indicated that assuming there is an existing well and septic system on the subject property, both should be de-commissioned. The Municipal Planner added that this matter can be addressed in the site plan agreement.

The Committee questioned how close is the septic system and well of the neighbouring property to the subject property. The Municipal Planner is not aware of their proximity to the subject property. The Clerk indicated a site plan agreement for this proposal would be deemed as minor, and that a $2,000 deposit is required from the landowner to pay for any legal costs incurred by the municipality for the review and registration of the site plan agreement by the municipal solicitor.

Scott Beckenhauer spoke in favour of the proposed zoning by-law amendment. Mr. Beckenhauer has spoken to the neighbours and they have no objections. Mr. Beckenhauer noted there is no well on the property as it is provided by the shop, and septic system was pumped out two years ago and this past fall.

The Municipal Planner will contact the landowner to discuss the proposed site plan agreement.

Hutchinson-Hergert, Resolved that, the West Grey Committee of the Whole (Planning) hereby recommends Council approves zoning bylaw amendment ZA-17-18, contingent upon approval of a Site Plan Agreement By-law. ... #22-18 Carried.

3) Grey County Official Plan Amendment 42-05-280-OPA-144/West Grey Zoning By-law Amendment Application ZA-16-18 – Lots 5-7, Concession 3 SDR, former Township of Bentinck (Wally David Schaus – owner; Ben Rier – applicant; Cuesta Planning Consultants Inc. - agent)

Attendance: Stephanie Lacey-Ayon, Grey County Planner; Monica Scribner, Grey County Planning Department, Administrative Assistant; Don Scott & Maria Wood, Cuesta Planning Consultants Inc.; Ben Rier

Stephanie Lacey-Avon, Grey County Planner, read the statutory requirements for the
Public Meeting, and noted the proposed County Official Plan Amendment would consider exceptions to the agriculture development criteria policies, to allow for a surplus farm dwelling severance within 500 metres of the Primary Settlement Area boundary of the Town of Hanover. The proposed Zoning By-law Amendment would reduce the ‘minimum lot area’ and ‘minimum lot frontage’ requirements of the ‘A1’ Zone to 1.2 hectares (2.8 acres) and 118 metres (387 feet) respectively as required to facilitate the severance. The Zoning By-law Amendment would also place a restriction on the retained farm parcel prohibiting a detached dwelling on this parcel.

Ms. Lacey-Avon noted written comments were received from the Grey County Planning & Development Department, the Municipal Planner, Saugeen Valley Conservation Authority, and The Historic Saugeen Metis.

The Historic Saugeen Metis indicated in an email dated November 12, 2018 that they have no objection or opposition to the proposed County official plan amendment or West Grey zoning by-law amendment applications.

The Saugeen Valley Conservation Authority indicated in a letter dated November 23, 2018 that in the opinion of SVCA staff, the Significant Natural Heritage features affecting the subject property are Significant Woodlands, potentially Fish Habitat, and potentially the Habitat of Endangered Species and Threatened Species, however, the SVCA is not recommending the completion of an Environmental Impact Study (EIS) to address these features.

The SVCA letter also notes it has come to the attention of SVCA staff that the habitat of endangered and threatened species may be located in the area of the proposed development. Section 2.1.7 of the Provincial Policy Statement (PPS 2014) indicates that development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements. It is the responsibility of the applicant to ensure the endangered species and threatened species policy referred to in the PPS has been appropriately addressed. Please contact the Ministry of Natural Resources and Forestry (MNRF) for information on how to address this policy. MNRF inquires in Grey County can be directed to Jody Scheifley, Management Biologist, phone: 519-371-8471, email: jody.scheifley@ontario.ca.

Portions of the proposed retained parcel of the property are subject to the SVCA’s Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation (Ontario Regulation 169/06, as amended). The proposed severed parcel of the property is not subject to the SVCA’s Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation (Ontario Regulation 169/06, as amended). This Regulation is in accordance with Section 28 of the Conservation Authorities Act, R.S.O, 1990, Chap. C. 27, and requires that a person obtain the written permission of the SVCA prior to any “development” in a Regulated Area or alteration to a wetland or watercourse. If development or alteration including
construction, reconstruction, conversion, grading, filling or excavation is proposed within the Approximate Regulated Area and/or the Approximate Screening Area on the proposed retained portion of the property, the SVCA should be contacted as permission may be required.

The SVCA letter concludes that all of the plan review functions listed in the Agreement have been assessed with respect to this proposal. The proposed County OP Amendment and proposed Zoning By-law Amendment are acceptable to SVCA staff.

The Grey County Planning & Development Department indicated in a letter dated November 28, 2018 that County Transportation Services has reviewed the subject file and have no concerns with this application. Provided that adequate servicing can be provided to the expanding commercial zone, County planning staff have no further concerns.

The Municipal Planner indicated in his Planning Report dated December 10, 2018 that whereas the proposed lot creation meets the criteria for severing a surplus farmhouse, it does not conform to the Official Plan policy dealing with development within 500 metres of a ‘Primary Settlement Area’. In this regard, an application to amend this particular policy has been filed with the County of Grey. Should the proposed Official Plan Amendment be approved, then the severance and associated Zoning By-law Amendment can be given favourable consideration by the Municipality of West Grey. For now, the applications should be deferred.

Don Scott, Cuesta Planning Consultants Inc., spoke in favour of the proposed Grey County Official Plan and West Grey Zoning By-law Amendment., noting the purpose and effect of the planning applications.

Hergert-Townsend, Resolved that, the West Grey Committee of the Whole (Planning) hereby recommends that Council passes a resolution requesting Grey County Council approves Grey County Official Plan Amendment 42-05-280-OPA-144; And further that, the West Grey Committee of the Whole (Planning) hereby recommends Council approves zoning bylaw amendment ZA-16-18, contingent upon approval of the Grey County Official Plan Amendment 42-05-280-OPA-144 by Grey County Council. … #22-18 Carried.

3) Other

1) Lee Hilliard – re: enforcement issue relating to a trailer, shed and deck on Part Lot 10, Concession 4, former Township of Glenelg

Lee Hilliard recounted her attendance during the November 19, 2018 Council meeting to discuss the trailer enforcement issue, and Council recommended she come before the Committee of the Whole (Planning) for further discussion. Ms. Hilliard wants a special designation to permit a recreational trailer on the property that is wholly within
the Natural Environment (NE) Zone.

Ms. Hilliard mentioned she contacted the SVCA in June, and subsequently the West Grey enforcement officer, and the Clerk who she alleges indicated that only a civic address number and entrance permit would be required to permit the recreational trailer. The SVCA indicated by letter that they would not object to the recreational trailer if the deck was removed or scaled down to size.

Ms. Hilliard noted that the Clerk recently noted a recreational trailer permit could not be issued as it does not conform to the West Grey Comprehensive Zoning By-law and the West Grey Trailer Licensing by-law. Ms. Hilliard indicated the property is useless if she cannot have a recreational trailer on it. Ms. Hilliard also noted there is a shed on the property.

The Clerk indicated to the Committee that a recreational trailer licence cannot be issued for the subject property as the entire parcel is zoned Natural Environment (NE) Zone, and both the West Grey Comprehensive Zoning By-law Number 37-2006, as amended, and the trailer licensing by-law. The Clerk noted the precedence that would be set by approving a rezoning of the property to facilitate the property owner being able to obtain a recreational trailer licence for the subject property, and possible liability incurred by permitting buildings or structures in the NE Zone.

The Municipal Planner indicated his agreement with the Clerk’s statement that recreational trailers, decks and sheds are not permitted in the NE Zone.

Lee Hilliard added that Matt Armstrong from the SVCA considered the recreational trailer and the fact that the recreational trailer can be removed quickly, noting the SVCA would have issues if the wheels were removed from the recreational trailer. The SVCA noted does not require an environmental study.

Council asked why it would be okay to place a recreational trailer in an environmentally sensitive area if the wheels remain. The Municipal Planner responded that the thought pattern is likely that if the wheels remain on the recreational trailer, it can be moved more quickly.

Council asked the Clerk about the issue of potential liability. The Clerk mentioned we live in a litigious society, and if an individual was hurt or damage done to the trailer or other property was damaged by the trailer if flooding occurred, then an individual may sue.

Ms. Hilliard stated she knew there wasn’t a fire number when she purchased the property, and indicated the building inspector at that time asked what the intended use was as the property could not be built on. Ms. Hilliard says she replied to the building inspector that she intended to only use the property for a trailer, and the building inspector alleging responded if there was a problem with the trailer he would have a
pink slip attached to it.

Ms. Hilliard indicated the property would be worthless to her if the trailer was not permitted.

The Committee questioned why the subject property is zoned NE, and not Flood Fringe, etc. The Municipal Planner indicated there is a two-zone approach in Ontario, wherein areas such as the Town of Durham, have identified the floodplain area through an engineering process.

Ms. Hilliard indicated the SVCA letter notes the trailer is exempt from SVCA regulations.

The Clerk noted some potential options for the landowner, being to apply for rezoning to permit the trailer; or remove the buildings or structures. The SVCA can be asked if it is willing to re-delineate the NE Zone so there would be an area to locate the recreational trailer outside of the NE Zone.

The Committee requested the Clerk to send a letter to the SVCA requesting further comments regarding the NE Zone, and comments made to Ms. Hilliard, and to bring back to the February 12, 2019 West Grey Committee of the Whole (Planning) Meeting to be placed early in the Agenda to facilitate Ms. Hilliards’ availability to attend the meeting.

2) John Welton Custom Homebuilding/Sunvale Homes Plan of Subdivision

Don Tremble, on behalf of John Welton, developer of the proposed Sunvale Homes Plan of Subdivision along Durham Road East, stated that the first phase of the subdivision is estimated to cost $1.9 million, plus hydro requires advance payment of $500,000, which is a lot of money for subdivision securities. Mr. Tremble stated the developer wishes to provide less than 100% in securities, and noted the Town of Hanover didn't require any securities. The Municipality of Brockton required 100% securities, but provided a quick refund when work was completed. The total estimated cost of the subdivision is $5 million.

The West Grey Director of Infrastructure and Public Works suggested a reasonable security to avoid the developer from walking away from the proposed development if securities are deemed to high, being, the provision of a security deposit of a minimum of $500,000 security, and 50% security for the estimated cost of subdivision works over $1 million.

The Clerk noted most municipalities that responded to a survey conducted in Fall 2018 indicated they require 100% securities in the form of an Irrevocable Letter of Credit or cash.
Mr. Tremble reiterated the 1st phase is estimated to be $2 million, and if the developer provided 50% security or $1 million, then the amount of security would be further reduced as the works for each phase is completed; and then the developer would provide 50% security for the 2nd phase, and so on.

The Committee of the Whole requested the Clerk to obtain a legal opinion from the municipal solicitor regarding the proposed forms of subdivision securities, being, 1) 100% security for each phase based on the most expensive phase to least expensive phase; 2) 50% security for most expensive phase to be retained until completion of the most expensive phase, then the initial 50% security be reduced to 50% of the second most expensive phase; 3) provision of 50% security for most expensive phase and then as works in the phase are completed, reduce the security accordingly until works done on first phase, then 50% securities provided for the second phase. The securities are to be in the form of an Irrevocable Letter of Credit or cash. The Clerk is to ask the municipal solicitor if an Insurance Bond (as opposed to a Performance Bond), would also be an acceptable form of security. – resolution #23-18

The Director of Infrastructure and Public Works will bring forward a proposed pre-servicing agreement for the John Welton/Sunvale Homes Plan of Subdivision to the December 17, 2018 Council meeting for discussion and direction.

Hergert-Doug Hutchinson, Resolved that, the Committee of the Whole requests an updated staff report respecting subdivision securities for municipalities and a legal opinion respecting same;
And further that, staff bring forward a report to the December 17, 2018 West Grey Council meeting respecting a pre-servicing agreement for John Welton Homebuilding/Sunvale Homes. #23-18 Carried.

4) **Next Meeting** – January 15, 2019, 1:30 p.m., West Grey Municipal Office

5) **Adjournment**

On motion of Councillor Townsend and Councillor Hutchinson, the Committee adjourned at 4:22 p.m.

Christine Robinson, Mayor

Mark Turner, Clerk
The Parks Committee met on Thursday, October 4th, 2018 at 7:00 pm in the Fire Hall.

Present: Councillor Cutting, Steve Ayerhart, Tricia Black, Bob Franklin, Teddy Franklin, CAO Laura Johnston and Manager, Parks, Recreation and Culture Stephanie Pavao.

Regrets: Deputy Mayor John Bell

Tricia Black called the meeting to order at 7:00pm

Declaration of Pecuniary Interest: None

Minutes: Minutes of the September 5th, 2018 meeting were reviewed by all members. Moved by Councillor Cutting and Seconded by Bob Franklin that the minutes of September 5th, 2018 be approved. Carried.

Delegations: Tracey and Jerry Lambert re: Tall Tree Initiative

Business Arising from the Minutes

- August 2018 Minutes
  - Councillor Cutting asked that a correction be made regarding the side-by-side unit Parks was interested in acquiring. Councillor Cutting noted that the phrase: “even though it would be a savings for the Municipality” needs to be removed from the August 2018 minutes under The Committee discussed section.
  - Although Council decided to get rid of the side-by-side unit, the Parks Committee recommends that the Municipality keeps the side-by-side for municipal use.
- Councillor Cutting to CAO Johnston regarding the service group logos. Stephanie Pavao provided the update stating that she has received the logos for two out the three logos. Stephanie will contact the Chamber to find out if they would like to have their logo on the sign. Once the service groups have all been contacted and logos have been provided to the Municipality, the Municipality will put a call out to the community groups to determine if any other groups are interested in having their logo on the sign.
  - Committee Chair reported that the company who designs these logos predicts that the life of the logo will be approx. 5-10 years depending on the direction they face.

Correspondence

- The Committee received correspondence from CAO Johnston regarding a potential change to the current Committee structure.
  - The Parks Committee recommends that CAO Johnston send thank you letters to Home Hardware -Doug McLean and Candue Homes -Don Tremble for their contribution to the Tree Planting day.
  - The Chair asked Steve Ayerhart if he could determine the value of the machinery donated and provide contact information and details to the CAO.
- Moved by Steve Ayerhart and Seconded by Bob Franklin that the Parks Committee recommends Thank you Letters to be sent. Carried.
- CAO Johnston received pictures for media release from the Committee Chair

**New Business**

- **New Committee Mandate and Terms of Reference**
  - Committee Chair asked why residents of Elmwood were not included in the new committee structure.
    - Response: all West Grey residents are encouraged to volunteer
  - Committee Chair recommended that West Grey should be more specific regarding which types of baskets are provided on the main streets in West Grey.
    - Response: recommendation noted and will be incorporated into the CBC mandate.

- **Heritage Committee Recommendation**
  - The Parks Committee would like to put forward a Heritage Committee recommendation. (Appendix A)
    - Moved by Councillor Cutting and Seconded by Teddy Franklin that the Parks Committee recommends that Councillor Cutting presents the new Heritage Committee concept at Committee of the Whole on October 9th. Carried.

- **Urban Forest and Tree Stewardship Recommendation - Defer**
- **Green Infrastructure Recommendation - Defer**
- **Media relations process**
  - CAO Johnston thanked the Committee Chair for sending all the photos and descriptions to be dispersed for media relations. CAO Johnston would like to package all the media as a story. The CAO would like to get all summer students involved and encouraged the Chair to continue sending photos and descriptions.

- **Park Garbage Containers (all containers) bylaw recommendation**
  - The Committee would like to see signs/notices on garbage cans to remind people that household garbage should not be disposed in public waste containers.
    - The Parks Committee recommends that a by-law be passed by Council prohibiting household garbage in municipal containers. Moved by Steve Ayerhart and Seconded by Bob Franklin. Carried.

**Old Business**

- **Signage-Defer**
- **Service Group- Discussed earlier in the meeting**
- **Park-Defer**
- **West Grey Community Events and Promotions**
  - Booth
  - Parades
  - Website (STEPHANIE)
    - The Municipality has applied for a grant to revamp the website, however in the interim Stephanie Pavao will look at the website to see if any suggested material can be added.
• West Grey Community Trails
  o Stephanie Pavao is attending a workshop on trail liability and has committed to working with the insurance company and the Municipality to determine what the next steps should be for West Grey and potential trail systems.
  o The Committee asked the following question:
    ▪ Why has staff not organized the liability walk for the last 12 months so we can proceed with presenting recommendation of a policy and a trail bylaw can be passed and additional sections be created and signage installed to promote? Note: this committee has had over $6000 in donations of material, machinery and labor put into the Durham Trail and have additional donations waiting.
• Community Garden and Plant a row-grow a row program
  o Stephanie Pavao has looked into the potential grant opportunities that the Plant a row-grow a row program offers.
  o The Chair reports that many people have indicated that they would like to donate to this program.
  o CAO Johnston to ensure that all donors to the food garden have been recognized. CAO Johnston to work with Steve Ayerhart to ensure all donors are recognized.
  o Moving forward the garden will need a fence before next season or it moves to a bigger scale.
• Bee City Program
  o Basic declaration is probably the best
  o The last time the Bee City Program declaration was proposed to Council, Council asked if it was sustainable and how we could be declared as bee friendly when many farmers in West Grey use pesticides
  o Stephanie Pavao to review resolutions made by other municipalities and see how West Grey can be declared as a Bee City.
• Commemorative Program
  o Two benches have been purchased for Ayton. One will be placed by the Post Office and One will be placed by Trixie’s Saloon. Benches and plaques can be purchased by residents wishing to partake in the commemorative program.
    ▪ Public guest asked if the bench outsides the library can be moved as loitering often occurs outside of the library. The Committee suggested having the police look into this issue.
• Winter Wonderland Program
  o Stephanie Pavao asked for background information regarding previous Winter Wonderland Programs. The Parks Committee has typically played a role in the tree lighting in each community. However, the Chair will review the budget to determine what capacity the Parks Committee can have this year.
    ▪ Public guest suggested that the committee look into the Dark Sky Policy
• Culture in the Park- Defer
• Parks (green/open spaces)
  o All the gardens did well this year
  o After Thanksgiving weekend all flowers/plants will be taken away
  o The Chair will communicate with other volunteer groups to ensure that all flowers are removed throughout West Grey.
• Stephanie Pavao to coordinate a time to complete a tour of West Grey flower beds for the week on October 9-12th.

• West Grey Buildings
  o All gardens did well this year

• Mainstreet Floral Beautification Program
  o Ayton residents have reported being very happy with what they received. All flowers/plants did very well on the main street this year.

• Summer Student Program
  o Students did very well this year
  o The Committee suggests that next year 3 students be hired: two University students to work from May- August and one High School student to work from June till Thanksgiving

• Communities in Bloom Program
  o Friends of Communities in Bloom Certificate received
  o The Committee applied for a Communities in Bloom Grant and received 30 jugs of Miracle Gro

• Financial/Approval of Vouchers/Fundraising
  o The Chair arranged for a meeting with the Director of Treasurer to review the budget. The Manager, Parks, Recreation and Culture asked to sit in on the meeting. The meeting is to be held at 9am on October 5th.

Next Meeting: Wednesday Nov 7th, 2018 at 3:00 pm at the Fire Hall

Meeting adjourned at 9:20 p.m. on a motion by Councillor Cutting and Seconded by Bob Franklin Carried.
The Neustadt Recreation Advisory Committee met on Wednesday October 10th, 2018 at 7:00 pm in the Community Hall.

Present: Councillor Hutchinson, Kathy Weber, Cortnee Granger-Morten, Rheo Machina, Scott Foerster, Facilities Manager Tom Culliton and Manager, Parks, Recreation and Culture Stephanie Pavao.

Regrets: Councillor Lawrence, Nelson Granger, Zach Weber, Brian Zettler, Audrey Filsinger

Kathy Weber called the meeting to order at 7:16pm

Declaration of Pecuniary Interest:

Minutes: Minutes of the September 12, 2018 meeting were reviewed by all members. Councillor Hutchinson made a correction to the minutes to read: Tom rather than Tome, Scott Foerster made a correction to his last name as it had been typed incorrectly. On a motion by Rheo Machina, seconded by Councillor Hutchinson THAT the minutes of the September 12th meeting be approved. Carried.

Delegations: None

Unfinished Business for the Previous Meeting
- Stephanie has looked into the benches being stained and stored. The benches will not be able to stained prior to the winter season, so Public Works has suggested storing the benches under the covered pavilion.
- The mezzanine netting has been removed and the new netting was installed at the end of September
- Sponsor List for Holiday Roller Skating- Defer

Vouchers:
- Stephanie Pavao provided information regarding Vouchers 11-16 as they were not passed at the last meeting. The Committee was satisfied with the information provided and agreed to pass the vouchers from the September 12th meeting. On a motion by Cortnee Granger-Morton, seconded by Rheo Machina THAT the vouchers presented at the September 12th meeting be passed. Carried.
- Stephanie Pavao will send fundraising and financial statements to the Committee on October 11th.
- On a motion by Scott Foerster, seconded by Councillor Hutchinson THAT the vouchers presented at the October 10th meeting be passed. Carried.
Correspondence: Committee received minutes from the Normanby and Durham Recreation Advisory Committee. All present members had the opportunity to review the minutes. No discussion or questions arose from the minutes presented.

Committee Reports:
- **Pickleball:** Began October 1st. To date there are 56 pickleball members. The Committee has received $2262 in registration ($912 in cash and $1350 in cheque)
- **Roller Skate:** $1482 in revenue has been reported from September 7th to October 5th. The schedule for Roller Skating has been determined and distributed
- **Craft Show:** Kathy Weber reported that she was still seeking volunteers to help setup on Thursday night at 7pm. Rheo Machina said he would confirm if any volunteers from the Soccer Club could assist with setup.

New Business: On a motion by Rheo Machina, seconded by Cortnee Granger-Morton THAT Carol Dyck be appointed to the Recreation Sub-Committee. Carried

Tom’s Report:
- Baseball is all done for the year, the ball diamond has had new sand dust. First base has been replaced as it was no longer safe, all bases have been reset to 65 feet.
- An Oak and a Maple tree were donated and planted during the National Tree Day event. The Neustadt Lions Community Park is closed and will be winterized
  - Picnic tables and benches will be placed on their side in the pavilion to protect them.

Next Meeting: Wednesday Nov 14th, 2018 at 7:00 pm at the Community Hall.

On a motion by Cortnee Granger-Morton, seconded by Councillor Hutchinson THAT the meeting be adjourned at 8:10 p.m. Carried.
AYTON AND AREA RECREATION ADVISORY COMMITTEE

October 24, 2018 – Meeting Minutes

Normanby Centennial Hall, Ayton

The Ayton and Area Recreation Advisory Committee met for their monthly meeting in the Centennial Hall, at 7:30 p.m. Prior to the meeting, the “Haunted Haus” committee met at 6:00 p.m. to review and discuss plans for the Haunted Haus on October 31.

Present: Joyce Nuhn, David Culliton, Jess Farquharson, Sherry Pfeffer, Mary Lou Pfeffer (secretary), Carol Leibold, (vice-chair), Aaron Culliton (chair), Stephanie Pavao (parks, recreation and culture), Rebecca Hergert (council rep), Tom Culliton (staff)

Regrets: Dave Foerster, Janice Norley

Delegations: None

At 7:33 p.m., Chair, Aaron Culliton called the meeting to order and welcomed all there.

Pecuniary Interest: None declared.

On a motion by Sherry Pfeffer, seconded by Jess Farquharson THAT the previous September 26, 2018 meeting minutes be adopted as presented. Carried.

Unfinished Business

Rebecca Hergert explained that our committee’s new title is "Ayton and Area Recreation Advisory Committee" to better describe the section of West Grey that is covered by this group. However, this new name can be amended at any time. The new Terms of Reference was distributed to the members present. Dave Culliton was welcomed as a new member.

Members will gather on Sunday, October 28 at 1 p.m. at the Centennial Hall to start erecting the scaffolding and decorating the various rooms. Further work will be done on Monday and Tuesday evening as required to be ready for the first visit to “The Haunted Haus of Aytonstein” on October 31, Hallowe’en. Any outdoor decorations will be placed out on Wednesday before 5.

Plans for the Decorating of the Village Christmas Tree were laid out: Seniors are selling the chili in the fire hall, Hydro will allow Christmas boughs to be placed on 10 poles on main street, and Farrah Foerster will be asked to light the tree in recognition of her work raising money through the selling of items at the ball tournament.

On a motion by Jess Farquharson, and seconded by Joyce Nuhn THAT we donate $40 to Sharon Machina and the Holstein Belles and Queen’s Bush Chorus for
singing and take that money out of the cash received for chili sales making note of this transaction. Carried. #2018 – 44

The committee will promote that Ayton residents decorate their homes with any type of a lighted Christmas Tree with a prize of a pair of tickets to the June 2019 dance. We will also encourage people to bring food for the food bank on Saturday, November 17. Stephanie will assist people getting on the wagon. The cheque for John Mighton is to be sent a week before as per his request. Three judges, Sherry Pfeffer, Dave Culliton and Aaron Culliton volunteered to judge the chili contest. We will also offer a people’s choice. Aaron Culliton will take an old trophy and transform it to a Chili trophy and Jess will get bars with the names of the past two years’ winners ready. Ted Easton will supply Christmas music. Public Works will have our Christmas lights installed during the week prior to the event.

Stephanie Pavao reported that any cost for the smaller hockey nets will not be borne by this committee. Instead, if needed, it will be included in the arenas’ budgets.

Sherry Pfeffer announced that the Winter Elementary Sports Night will begin in the new year. There will be no cost to the committee as the cost for gym usage will be covered by a grant through the school board. It will be held 6:30 – 7:30 p.m. on Wednesday evenings, January and February with leaders Sherry Pfeffer, Rebecca Hergert and Joyce Nuhn. A culminating activity will be the movie night during the March break. It was decided not to charge for this activity. Stephanie shared that a play kit can be borrowed from the library and used one evening.

The drafted plans for the Ayton Ball Park Bleachers apparently do not meet code and engineering requirement. Rebecca Hergert will contact a new engineer to redraw and re-submit. Material ordered may have to be changed to align with new drawings. We hope to have this design ready to construct the bleachers for next year.

Jess Farquharson is currently completing the options for the new playground. The committee needs to consolidate all elements of the proposed Ayton Ball Park Playground and present this to the new council highlighting funds and timelines by December 3. The proposed playground has a completion date in 2020. We are being asked to compile a list of would-be donors so as not to overburden groups and businesses. If we plan on applying for grants, Stephanie informed us that only one grant application is allowed from each municipality. The Grey/Bruce Foundation is an exception to this rule. Stephanie knows how to write grants.

The Seniors have agreed to cover half of the cost ($300) of the $600 price tag for the refurbishing of the pool table in the board room. Tom Culliton will contact Gerrit Boeve to complete the work.

Joyce Nuhn will have the tickets printed and ready for the June 2019 dance. No name has been chosen to date.
Stephanie reported that the Parks Department will no longer be in charge of flowers. Each area will choose their own colours. A new advisory Committee will be established from the chair and vice-chair or each local committee. This group will meet several times a year to discuss common issues, such as flowers, for the whole municipality and share best practices. Also, each volunteer in each recreation committee is required to reapply for his/her position as the council has changed. The chair, vice-chair and secretary need only remain in office for one year or longer if desired. The sub-committee will also be updated.

On a motion by Jess Farquharson, seconded by Joyce Nuhn THAT vouchers 18 and 19 September – October 2018 be approved as presented. Carried. #2018 -45

Tom reported that the arena hall floor has been corrected and final payment has been made.

Correspondence was received from Fit For Learning executive member, Nadia Dayle, from Normanby Community School asking for support for this daily activity to encourage students to be active. We will ask for more information about how we can assist this in this request.

Committee Reports

Mary Lou Pfeffer asked if there could be a schedule for anyone wishing to use the hall as a walking track about 2 times a week, from 5 – 9 p.m. A loonie per walk any day when the arena is open is okay.

Stephanie reported that any group sponsored by this committee and using the school gym would require a registered leader to assist any course offered such as improving upper body strength for women. However, using a tape for exercise would be okay.

Tom asked for ideas about any capital expenditures for the budget in 2019. Several ideas such as lexon surround in the showers were made. He reminded us that the Zamboni from 2006 will need replacing in 2020. The tennis court upgrading could be considered but we need groups who will use that facility. This area has potential and could be used for the summer sports program.

The December meeting will be held at Trixie's on December 18, with a meal from 6-7 p.m. with the meeting to follow.

The next meeting will be held on Wednesday, November 28 in the arena’s meeting room at 7:30 p.m.

On a motion by Jess Farquharson and seconded by Dave Culliton THAT the meeting be adjourned at 9:33 p.m. Carried. #2018 - 46
Parks Committee
November 7, 2018 – Meeting Minutes

The Parks Committee met on Wednesday, November 7th, 2018 at 7:00 pm in the Fire Hall.

Present: Councillor Cutting, Steve Ayerhart, Tricia Black, Bob Franklin, Teddy Franklin, and Manager, Parks, Recreation and Culture Stephanie Pavao.

Regrets: Deputy Mayor John Bell

Tricia Black called the meeting to order at 7:00pm

Declaration of Pecuniary Interest: None

Minutes: Minutes of the October 4th, 2018 meeting were reviewed by all members. Amendments were made to the October 4th draft minutes. Moved by Steve Ayerhart and Seconded by Teddy Franklin that the amended minutes of October 4th, 2018 be approved. Carried.

Delegations:

Business Arising from the Minutes
  • October 4th, 2018 Minutes
    o Councillor Cutting asked for an update on the trail workshop that the Manager, Parks, Recreation and Culture attended. Stephanie Pavao updated the Committee that the workshop was very helpful and that a trail walk through would be taking place in the Spring of 2019. Councillor Cutting suggested that Stephanie Pavao ask Frank Cowan for a list of things to look for.
    o Steve Ayerhart determined the value of the machinery donated by Donny Tremble. The total cost of the donation was $700 (for float and mini excavator)
    o The Committee asked for an update on the Heritage Committee Recommendation. Councillor Cutting said that Council liked the proposal, and that the CAO will be conducting the research on Heritage Committees. The Chair expressed the desire to see a committee developed. Even if a committee is formed to start doing research to better understand what West Grey has to offer.
    o The Committee recommend that Stephanie Pavao and Brent Glasier work together to determine next steps. The Committee recommends that signage be placed on the park garbage cans to deter the public from disposing of household garbage in parks. The Committee asked that a publication be sent out once a bylaw is completed.
    o The Committee asked for follow up regarding the Dark Sky Policy, it was determined that the policy does not have any parameters around festive lights being put up.
    o The Committee asked for follow up regarding the Commemorative Bench Program and the concern with the bench at the library.
- Councillor Cutting brought this concern to the Police board. The Police have looked into the concern and have no problems with the location of the bench.
- Stephanie Pavao discussed with library staff and no concerns were found

**Correspondence**
- Cathy Sweeney sent the Chair Tricia Black questions regarding the Neustadt Lions Park. Stephanie Pavao took the responses from the Chair back to Cathy Sweeney.
- Councillor Cutting brought a letter from Durham Food Bank. The Food Bank wanted to thank the Parks Committee for all of their generous donations. (Appendix A)
- The Parks Committee asked why the Neustadt Park has a closed for the winter sign? The Committee felt that the sign should read "washrooms closed for the winter".

**New Business**
- Councillor Cutting is going to make a list of the planters and donations the have been given to the Parks Committee. Councillor Cutting recommends that the planters and trees remain on the main street in Durham. The donated planters are to be used for the arena and the main street in Durham. If a future Committee would like to paint the planters, they can only be painted black. If West Grey decides they do not have a use for the planters they should be returned to the donor. The donated trees in the planters can remain in the planters for approximately 10 years. When the trees can no longer remain in the planters they should be planted in the parks.

**Old Business**
- **Signage**
  - Stephanie Pavao to send an email to the Chair once the logos have been approved by the service groups.
- **Service Group**
  - Stephanie Pavao to send letters to service groups to invite them to purchase a logo for the entry sign.
- **Park**
  - Discussed in correspondence
- **West Grey Community Events and Promotions- Defer**
  - Booth
  - Parades
  - Website
- **West Grey Community Trails**
  - In the budget the Committee had $1000 allocated for trails. The Committee recommends that stop signs get put up, where patrons exit the trail onto a road. It is recommended that staff ask the insurance company for exact sign measurements. Stop signs should go on Park Street and Douglas Street.
- **Community Garden and Plant a row-grow a row program**
  - All gardens have been cleared out, although the brussels sprouts are still growing.
- **Bee City Program**
  - The Chair recommends that Stephanie Pavao brings the Bee City Program to Council in 2019 for approval. The Chair suggests that West Grey starts basic and then determines the Committees capacity.
  - All pollinator plants will be left for winter Hibernation
• **Commemorative Program**
  o Plaques have been ordered for the bench in Elmwood and Durham Butterfly garden, once they arrive an invoice will be issued.

• **Winter Wonderland Program**
  o Lights will be put up in Ayton, Elmwood and Neustadt on November 13\textsuperscript{th}.
  o Lights will be put in Durham upon a confirmation date from Hydro One.

• **Culture in the Park - Defer**

• **Parks (green/open spaces)**
  o See correspondence
  o The Committee Chair took Stephanie Pavao on a tour of all parks. The Chair shared helpful information regarding each Park and green space that the Committee has been maintaining.
  o The Committee recommends:
    - That Council looks at The Trail of Dreams in Neustadt Park to ensure accessibility. West Grey needs to decide if the trail should remain open.
    - Frank Cowan should be contacted to review trail in Neustadt Park.
    - Donation box in Neustadt Park should be removed, until a plan can be determined.
    - In 2019 the path around the fountain and bridges needs to be made accessible in Neustadt Park.
    - West Grey determines who will be maintaining the trees in the Neustadt park. An Arborist should come in and maintain the trees.
    - The stone wall in Vickers Park needs to be repaired.
    - The park behind Vickers Park needs to be looked at as garbage is being dumped there and homeowners are allowing their dogs to roam free.
  Stephanie Pavao and Brent Glasier work together on this Park.

• **West Grey Buildings**
  o Were maintained by Parks Committee

• **Mainstreet Floral Beautification Program**
  o Steve Ayerhart and Tricia Black cleaned out the planters in Neustadt and Ayton. The planters in Durham and Elmwood have been removed for the season.

• **Summer Student Program**
  o The Committee recommends that the Parks Summer Student photo goes in the paper, the students’ photo was taken this year because they were exceptional.

• **Communities in Bloom Program - Defer**

• **Financial/Approval of Vouchers/Fundraising**
  o The Parks Committee did not exceed the budget provided to them. The only remaining expense is to put up signs in Durham and Neustadt.

**Next Meeting:** To be called if needed

Meeting adjourned at 8:50 p.m. on a motion by Councillor Cutting and Seconded by Bob Franklin Carried.
The Neustadt Recreation Advisory Committee met on Wednesday November 14th, 2018 at 7:00 pm in the Community Hall.

Present: Councillor Hutchinson, Scott Forester, Zach Weber, Nelson Granger, Brian Zettler, Audrey Filsinger Facilities Manager Tom Culliton and Manager, Parks, Recreation and Culture Stephanie Pavao.

Regrets: Councillor Lawrence, Kathy Weber, Cortnee Granger-Morten, Rheo Machina,

Zach Weber called the meeting to order at 7:04 pm

Declaration of Pecuniary Interest: None

Minutes: Minutes of the October 10th, 2018 meeting were reviewed by all members. On a motion by Nelson Granger, seconded by Councillor Hutchinson THAT the minutes of the October 10th meeting be approved. Carried.

Delegations: None

Unfinished Business for the Previous Meeting
• Sponsor List for Holiday Roller Skating
  o Hanover Honda and Crispy’s Rental will sponsor a skate on December 31st from 2:00-4:00 pm. All skate admissions will be covered, skaters needing to rent skates will be required to make payment.
  o Tom Culliton asked for Hanover Honda and Crispy’s Rentals mailing address so an invoice could be mailed in advance.

Vouchers:
• Vouchers 19-20 were presented to the Committee. On a motion by Nelson Granger, seconded by Brian Zettler THAT the vouchers presented at the November 14th meeting be passed. Carried.

Correspondence: Committee received minutes from the Normanby Advisory Committee. All present members had the opportunity to review the minutes. No discussion or questions arose from the minutes presented.

Committee Reports:
• Pickleball: To date there are 80 pickleball members. The Committee collected $1701.50 in fees between October 9 – November 14
• Roller Skate: During the last three roller skate nights $1358.10 in fees was collected.
o Stephanie Pavao suggested a formal process for counting the float and fees, Committee members and staff were okay with new suggestion.

- **Craft Show:** The Craft Show was a great success. A suggestion was received for additional signage to inform customers that there are vendors in the Hall and Arena. Vendors are submitting forms for the 2019 Spring and Fall Craft Show.
  o **2018 Spring Craft Show**
  o Vendor Revenue- $935
  o Craft Show Admissions Revenue- $3215.25
  o Approximately 1600 attendees

**New Business:** Councillor Hutchinson explained the new Committee structure and encouraged everyone to apply. Stephanie Pavao will send Committee members the application form.

**Recreation Officers Report:**
- Tom Culliton shared with the Committee that he has handed in his 2019 DRAFT budget; this budget would support the purchase of 75 new tables. Tom Culliton is suggesting that $5000 be placed in trust for the Committee. It is

**Next Meeting:** Wednesday Dec 12th, 2018 at 7:00 pm at the Community Hall.

**On a motion by Scott Foerster, seconded by Nelson Granger THAT the meeting be adjourned at - 8:17 p.m. Carried.**
The Committee of Adjustment met at the Council Chambers with the following members in attendance:

Members Present: Tom Hutchinson (Chair), Beth Hamilton, Rebecca Hergert, Doug Hutchinson, Christine Robinson, Geoffrey Shea, Stephen Townsend

Also Present: Mark Turner, Secretary/Treasurer; Ron Davidson, Municipal Planner

1. Disclosure of Pecuniary Interest - None

2. Appointment of Chair/Vice-Chair

COA 40/18 Moved by: Rebecca Hergert Seconded by: Stephen Townsend

That, nominations for appointment as the Chair of the West Grey Committee of Adjustment be closed.

Committee Members: Attending members present. All yea. Carried.

COA 41/18 Moved by: Christine Robinson Seconded by: Stephen Townsend

That, Tom Hutchinson be appointed as Chair of the West Grey Committee of Adjustment.

Committee Members: Attending members present. All yea. Carried.

COA 42/18 Moved by: Doug Hutchinson Seconded by: Beth Hamilton

That, nominations for appointment as the Vice-Chair of the West Grey Committee of Adjustment be closed.

Committee Members: Attending members present. All yea. Carried.

COA 43/18 Moved by: Christine Robinson Seconded by: Geoffrey Shea

That, Rebecca Hergert be appointed as Vice-Chair of the West Grey Committee of Adjustment.

Committee Members: Attending members present. All yea. Carried.

3. Approval of Minutes – November 12, 2018
Committee of Adjustment
Minutes dated December 10th, 2018
Page 2

COA 44/18  Moved by: Stephen Townsend     Seconded by: Doug Hutchinson

That, the Municipality of West Grey Committee of Adjustment hereby adopts the minutes of November 12, 2018, as printed.

Committee Members:     Attending members present. All yea.   Carried.

4. Public Meetings

1) Severance Application B10/2018 – Lots 5-7, Concession 3 SDR, former Township of Bentinck (Wally David Schaus – owner; Ben Rier – applicant; Cuesta Planning Consultants Inc. - agent)

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<td>Wally David Schaus (owner); Ben Rier (applicant) Cuesta Planning Consultants Inc. (agent)</td>
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Attendance:     Larry Albert, Larry Workman

The Secretary-Treasurer read the statutory requirements for the Public Meeting, and noted the purpose of the severance application is to sever a surplus farm lot and retain a farm lot.

Written comments were received from the Grey County Planning & Development Department, Saugeen Valley Conservation Authority, Municipal Planner, and The Historic Saugeen Metis.

The Historic Saugeen Metis indicated in an email dated November 5, 2018 that they have no objection or opposition to the proposed severance application.

The Saugeen Valley Conservation Authority indicated in a letter dated November 23, 2018 that the proposed consent to sever lands is acceptable to SVCA staff.

The Grey County Planning & Development Department indicated in a letter dated November 13, 2018 that provided the Official Plan Amendment application is approved by County Council and a zoning by-law amendment application is submitted to prohibit any further development on the remnant parcel, County planning staff have no concerns with the subject application.

The Municipal Planner indicated in his Planning Report dated December 10, 2018 that whereas the proposed lot creation meets the criteria for severing a surplus farmhouse, it does not conform to the Official Plan policy dealing with development within 500 metres of a ‘Primary Settlement Area’. An application to amend this particular policy has been filed with the County of Grey. Should the proposed Official Plan Amendment be approved, then the severance and associated Zoning By-law Amendment can be given favourable consideration by the Municipality of West Grey. For now, the severance application should be deferred.
The Committee of Adjustment mentioned the proposed updated to the Grey County Official Plan (Recolour Grey), and the possible annexation of West Grey lands by Hanover near the subject property. The Clerk indicated the previous West Grey Council did not discuss any potential annexation of West Grey lands by Hanover, and would likely not have supported such a request.

The Committee of Adjustment questioned if the landowner is aware of the “no dwelling” clause relating to the proposed retained lot. The Municipal Planner responded affirmatively.

The Committee asked the Municipal Planner about the estimated time frame for bringing back the planning applications for Mr. Schaus if deferred. The Municipal Planner indicated it would likely be no earlier than February 2019.

Larry Albert asked if a second dwelling can be built on the severed lot. The Municipal Planner noted not at present, however, the Province does promote two dwellings on a property, although the present West Grey Comprehensive Zoning By-law Number 37-2006, as amended, does not currently permit a second dwelling on a property. The Municipality will be considering this option in the future.

The Committee of Adjustment questioned if the existing house on the proposed severed lot can be re-built if it burns down. The Municipal Planner responded affirmatively.

Larry Albert asked if the severed lot is being rezoned to residential. The Municipal Planner responded that the severed lot is being rezoned to an Agricultural (A1) Exception Zone.

Larry Workman expressed support for the proposed severance, as he and his wife live in the dwelling and formerly owned the property.

**COA 45/18 Moved by: Rebecca Hergert Seconded by: Christine Robinson**

**Resolved that, a decision respecting Severance Application B10/2018 be hereby deferred until the County of Grey renders a decision respecting Grey County Official Plan Amendment 42-05-280-OPA-144.**

Committee Members: Attending members present. All yea. Carried.

2) Severance Application B12/2018 – Lot 3, Concession 15, former Township of Normanby (Francis & Elaine Walter)

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**Attendance:** Francis & Elaine Walter
The Secretary-Treasurer read the statutory requirements for the Public Meeting, and noted the purpose of the severance application is to sever a non-farm lot and retain an Agricultural Exception lot.

Written comments were received from the Grey County Planning & Development Department, Saugeen Valley Conservation Authority, Municipal Planner, and The Historic Saugeen Metis.

The Historic Saugeen Metis indicated in an email dated November 8, 2018 that they have no objection or opposition to the proposed severance application.

The Saugeen Valley Conservation Authority indicated in a letter dated December 4, 2018 that in the opinion of SVCA staff, the Significant Natural Heritage features affecting the subject property are Significant Woodlands, and potentially the Habitat of Endangered Species and Threatened Species, however, the SVCA is not recommending the completion of an Environmental Impact Study (EIS) to address these features.

The SVCA letter also notes it has come to the attention of SVCA staff that the habitat of endangered and threatened species may be located in the area of the proposed development. Section 2.1.7 of the Provincial Policy Statement (PPS 2014) indicates that development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements. It is the responsibility of the applicant to ensure the endangered species and threatened species policy referred to in the PPS has been appropriately addressed. Please contact the Ministry of Natural Resources and Forestry (MNRF) for information on how to address this policy. MNRF inquires in Grey County can be directed to Jody Scheifley, Management Biologist, phone: 519-371-8471, email: jody.scheifley@ontario.ca.

The SVCA letter concludes that all of the plan review functions listed in the Agreement have been assessed with respect to this proposal. The proposed severance is acceptable to SVCA staff.

The Grey County Planning & Development Department indicated in a letter dated November 28, 2018 that County Transportation Services has reviewed the above noted file and has no concerns or objections with this proposal. A 50 foot or 15.24 metre Daylight at the corner of Concession 16 will be required to be conveyed to the county for future improvements. Please see the attached Engineering Field Report for further information. Provided that Minimum Distance Separation (MDS) can be met and all County Transportation Services requirements are met, County Planning staff have no further concerns.

The Municipal Planner indicated in his Planning Report dated December 10, 2018 that the proposed lot creation meets the Official Plan and PPS criteria for severing a surplus farmhouse. In this regard, favourable consideration of the requested severance can be given.
The Committee of Adjustment questioned if the landowner is aware of the daylighting request by Grey County. Francis Walter stated he is not sure what Grey County is requesting. The Municipal Planner indicated the Grey County Transportation Services Department is requesting a corner of the northwest portion of the property is being requested to be transferred to Grey County for daylighting purposes. The Clerk mentioned the County has sent previous correspondence indicating almost without exception that it will require road widening for any proposed severed or retained lot that fronts on a County road. It is the responsibility of the landowner to pay for the survey that identifies the daylighting corner, and to pay for costs associated with transferring this parcel of land to Grey County.

COA  46/18 Moved by: Stephen Townsend    Seconded by: Christine Robinson

Resolved that, Severance Application B12/2018 be approved, subject to the conditions of the Municipality and Agencies.

Committee Members:   Attending members present. All yea. Carried.

5.  Other  

   1) Introductory Planning Session by Ron Davidson, Municipal Planner, for West Grey Committee of the Whole (Planning) Members

The Municipal Planner provided an introduction to planning, explaining the purpose and procedures relating to the West Grey Comprehensive Zoning By-law Number 37-2006, as amended, the West Grey & Grey County Official Plans, and Provincial Policy Statement.

The Municipal Planner also explained the processes relating to minor variances, severances, zoning by-law amendments, official plan amendments, and plan of subdivision approvals.

6.  Next Meeting – January 15, 2019, 1:00 p.m., West Grey Municipal Office

On motion of Rebecca Hergert and Doug Hutchinson, the Committee adjourned at 1:46 p.m.

Tom Hutchinson, Chair  Mark Turner, Clerk
SOURCE PROTECTION COMMITTEE

MINUTES – MEETING #77

MEETING: SOURCE PROTECTION COMMITTEE
DATE: FRIDAY, JUNE 22, 2018
TIME: 1:30 P.M.
LOCATION: GREY SAUBLE CONSERVATION, OWEN SOUND ON

CALL TO ORDER
Chair called the meeting to order at 1:30 p.m.

In Attendance: Chair, Bill Twaddle
Bruce Davidson, Carolyn Day, Stan Eby, Robert Emerson, Kathie Hughes,
Brent Lanktree, Angela Newman, Les Nichols, Tara Saab, Gord Timmerman

Others Present: Bilal Kidwai, Ex-officio, Ministry of the Environment and Climate
Change (MOECC)
Angela Newman, Ex-officio, Grey-Bruce Health Unit
Carl Seider, Project Manager, Drinking Water Source Protection (DWSP)
Nancy Guest, Recording Secretary, DWSP

Also in Attendance: Sonya Skinner, CAO, Grey Sauble Conservation
Wayne Brohman, General Manager/Secretary-Treasurer, Saugeen Conservation
Justine Lunt, Program Supervisor & Risk Management Officer, DWSP
Karen Gillan, Communications Specialist, DWSP
Michele Desjardin, Water Research Assistant, Chippewas of Nawash

Regrets: Mitch Twolan

The Chair introduced and welcomed three new members to the Source Protection Committee,
Tara Saab, Stan Eby and Gord Timmerman, and also welcomed Bilal Kidwai, Wayne Brohman,
Sonya Skinner and Michele Desjardin, Water Research Assistant from Chippewas of Nawash.

1. Adoption of Agenda

Motion No. SPC-18-282
Moved by Les Nichols
Seconded by Bruce Davidson

THAT the Agenda be adopted as distributed/amended.

Carried
2. **Disclosure of Pecuniary or Conflict of Interest**

Source Protection Committee (SPC) members were reminded to disclose any pecuniary interest that may arise during the course of the meeting. No disclosures of pecuniary interest were expressed at this time.

3. **Adoption of Minutes**

Motion No. SPC-18-283

Moved by Kathie Hughes
Seconded by Carolyn Day

THAT the Minutes of the January 26, 2018 Source Protection Committee meeting be adopted as distributed.

Carried

4. **Matters Arising from the Minutes**

No matters arose from the previous minutes.

5. **Correspondence**

Letter from Bruce Power dated April 30, 2018 respecting its environmental protection annual report was noted and filed.

6. **Reports**

**Administration Report 6a**

The Project Manager reviewed Report 6a and advised that the Source Protection Plan (SPP) amendment respecting the Ripley and Point Clark wells is next on the Minister’s list for review. The Programs Branch has several questions after which the new Minister, (the Hon. Rod Phillips), will be briefed on Source Water, and the Plan amendments submitted for approval. There has been a slight reduction in funding for the program with a similar workplan as last year. A number of meetings are being conducted with municipalities respecting implementation of the SPP policies. Municipal meetings focus on assistance with templates, and what needs to be done and when. *Safe Drinking Water Act* and *Clean Water Act* Regulation changes are reviewed and are formally required on July 1, 2018.

**Communications Report 6b**

The Communications Specialist reviewed Report 6b and advised that general advertising through Conservation Ontario respecting Source Water is being targeted at certain groups, as listed in the Report. The upcoming realtors tradeshow will be a good opportunity for getting information out to prospective landowners through their realtor.
The Project Manager reviewed Report 6c and advised that a number of good applications were received respecting SPC membership and he is pleased with the new members that were chosen. Stan Eby is the new agricultural representative, Gord Timmerman will represent the industrial/commercial sector, and Tara Saab is the environmental representative. There is currently one municipal vacancy and after the upcoming municipal election, input will be sought from municipalities respecting the need to renew or replace current representatives.

Annual Progress Report 6d

The Project Manager reviewed Report 6d and advised that there is a draft template for the first Annual Progress Report which is due May 1, 2019. This report covers the period up to December 31, 2018. The reporting requirements have been reviewed and information will be transferred from a spreadsheet to a database. The data will be updated at the end of 2018. To date, 75 Risk Management Plans have been completed and 100 are expected to be completed by the end of 2018. Also, 135 Drinking Water Protection Zone road signs have been installed; and 90% of septic systems have been inspected within vulnerable areas.

Motion No. SPC-18-284  
Moved by Carolyn Day  
Seconded by Les Nichols

THAT the Source Protection Committee receives a copy of the draft Source Protection Annual Progress Report.

Carried

7. New Business

Section 36 Workplan Report 7a

The Project Manager reviewed Report 7a and advised that this Region is well-covered respecting Events-Based Areas and fuel threats within Great Lakes Intake Protection Zones. Salt application threats have elevated levels at some intakes and may trigger a review. This region has no hydrocarbon pipeline to address; and the list of DNAPLs may be expanded. There is a possibility of a new drinking water intake in the future in Kincardine. The office was contacted by a municipal councillor with questions about the efficacy of “Drinking Water Protection Zone” road signs and the Chair noted that all Source Protection Regions have had relatively positive experiences with road sign awareness.

8. Other Business

The Chair addressed a sample Risk Management Plan that was distributed as a handout and the Project Manager explained the sample form.

SPC member, Bruce Davidson, noted that waste and recycling stations were being installed along the Saugeen River for public use.
Mr. Davidson also advised that the Municipality of Brockton was researching options for recycling polystyrene (styrofoam) products and may adopt a system for condensing the material for resale.

There was no other business.

9. Confirmation of Next Meeting and Adjournment

The next Committee meeting will be held on November 23, 2018 from 1:30 pm to 4 pm at the Grey Sauble Conservation Administration Offices in Owen Sound, Ontario.

There being no further business, Angela Newman made a motion to adjourn at 3:30 pm.

Bill Twaddle  
Chair

Nancy Guest  
Recording Secretary
SAUGEEN MOBILITY
and REGIONAL TRANSIT
Box 40 Walkerton, ON N0G 2V0
519-881-2504 1-866-981-2504
smart@hurontel.on.ca

GENERAL BOARD MEETING MINUTES
Friday September 28, 2018 1:30 PM

Board Members Present: Mayor Paul Eagleson, Municipality of Arran-Elderslie
Mayor David Inglis, Municipality of Brockton
Deputy-Mayor Scott Mackey, Township of Chatsworth
Councillor Peter Hambly, Town of Hanover
Deputy-Mayor Wilf Gamble, Township of Huron-Kinloss
Mayor Anna-Marie Fosbrooke, Township of Southgate
Deputy-Mayor John Bell, Municipality of West Grey

Staff Members Present: Roger Cook, Manager

President Peter Hambly called the meeting to order at 1:30 pm.

1. Disclosure of Pecuniary Interest: nil
2. Minutes of the July 27, 2018 General Board Meeting
3. Business Arising from the Minutes: nil
4. Correspondence: nil
5. Follow-up on Reports and Resolutions: nil
6. Manager’s Reports and Recommendations:
   b) Report RAC2018-25 – August 2018 Operational
   c) Report RAC2018-26 – Revised Driver Remuneration Policy

local and personal since 1977
7. **Resolutions:**

**Resolution #2018-30**
Moved by John Bell; Seconded by Scott Mackey
That the Board of Directors approves and adopts the minutes of the July 27, 2018 General Meeting as circulated.
CARRIED

**Resolution #2018-31**
Moved by Anna-Marie Fosbrooke; Seconded by Wilf Gamble
That the July 2018 Operational Report RAC2018-24 be approved.
CARRIED

**Resolution #2018-32**
Moved by David Inglis; Seconded by Scott Mackey
That the August 2018 Operational Report RAC2018-25 be approved.
CARRIED

**Resolution #2018-33**
Moved by Wilf Gamble; Seconded by David Inglis
That the Revised Driver Remuneration Policy Report RAC2018-26 be approved and that the Revised Driver Remuneration Policy be implemented on November 12, 2018.
CARRIED

**Resolution #2018-34**
Moved by Paul Eagleson; Seconded by Scott Mackey
That the 2019 Proposed Operational Budget Report RAC2018-27 be approved and that it be sent to member councils for their comment and approval, as amended.
CARRIED

8. **Director's Recommendations and Directives:** The Manager shall explore courier and postal options for drivers to submit their weekly work logs and client service vouchers.

9. **Other Business:** nil

10. **Next Meeting Date:** Friday October 26, 2018 at 1:30 pm.

11. **Meeting Adjournment:** Motion to Adjourn by Paul Eagleson.

    The meeting Adjourned at 2:54 p.m.

Please note that these minutes are considered DRAFT ONLY until approved and signed by at least 2 directors.

ORIGINAL

local and personal since 1977

2018 has been another busy but steady year for SMART – very similar to last year. To September 30, ridership has totaled 25684, an increase of 6.83% versus the 24041 rides taken to September 30, 2017.

Total user fee revenue is up 10.4% to $314,406 compared to $284,798 a year ago. Average revenue per ride has been $12.24, up from $11.85 in 2017, $11.55 in 2016 and $11.00 in 2015 indicating longer average rides.

Individual ridership is up 3.34% to 18865 rides compared to 18256 in 2017, 19127 in 2016 and 20270 rides in 2015, reversing a downward trend. Individual user fees are $271,356 or $14.38 per ride compared to $244,645 or $13.40 per ride in 2017 and $245,667 or $12.84 per ride in 2016 – another indication of longer rides.

The financial numbers are indicating fewer short local rides (where more efficiency can be found) and more long distance rides which are more expensive to provide. On the surface, this would seem to indicate SMART’s $7.50 minimum individual user fee is too high and is discouraging clients from using the service for their shorter local rides. Fewer but longer distance rides drives up the “per ride” cost of providing the service and provides fewer opportunities to find operational efficiencies.

In 2014-15, SMART provided more than 1,000 minimum charge individual rides each month. Currently, SMART provides about 800 minimum charge individual rides each month. These are rides that could be provided with only a small incremental increase in expenses and each of these rides would produce about $21.15 per ride in MTO Gas Tax funding. This additional MTO funding could amount to $75,000 each year.

Group excursion rides are up 17.87% to 6819 versus 5785 in 2017 and 5742 in 2016. Group user fees are up 26.77% to $43,050 ($6.31 per ride) versus $33,960 ($5.87 per ride) in 2017 and $35,621 ($6.20 per ride) in 2016. Most of the increase this year is due to rides provided to Home and Community Support Services in the spring when their program site in Owen Sound was under renovation and SMART provided rides for their clients to other facilities.

Overall, operational expenses to September 30 are up 18.25% to $1,285,552 or $50.05 per ride on average. This compares to $1,087,185 or $45.22 per ride to September 30, 2017. This increase is almost entirely due to driver wage increases, fuel and vehicle maintenance as the fleet ages.
The gross operating deficit to Sept 30, 2018 is $971,146 ($37.81 per ride) compared to $802,387 ($33.38 per ride) in 2017 and $734,154 ($29.52 per ride) in 2016. Municipal contributions, donations and MTO Gas Tax funding cover this deficit.

Novus scheduling software is giving SMART more flexibility and better tracking for both rides and drivers. Drivers now have tablets to assist with their end of the scheduling software.

SMART has taken delivery of 3 new adapted minivans and they are in service. SMART now has a solid group of spare vehicles.

SMART's vehicle fleet is aging and, while well maintained, will require continued upgrading over the next several years which will be a significant capital investment.

Compared to other specialized transit services in its peer group, SMART is significantly underfunded by its municipal partners. This means SMART is overly dependent on MTO Gas Tax funding for its operational expenses leaving fewer dollars available to update or expand its vehicle fleet. While this has been manageable, those days will soon be over. SMART's Gas Tax Reserve account will be fully depleted by the end of November.

RECOMMENDATION:

I recommend this report be approved and sent to member councils.

Respectfully submitted,

Roger Cook
Manager
## RIDERSHIP STATISTICS SUMMARY - Oct 1, 2017 to Sep 30, 2018

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**Change (%)**

- 12.11% for Arran-Elderslie
- 19.67% for Chatsworth
- 3.18% for Hanover
- 23.94% for Brockton
- 32.04% for Huron-Kinloss
- 2.68% for Kincardine
- 19.86% for Saugan Shores
- 9.10% for Southgate
- 6.96% for West Grey
- 3.21% for SUB-TOTALS
- -100.00% for Grey-Bruce STS
- 36.96% for OTHER
- 4.28% for TOTALS
## Saugeen Mobility

### 2018 OPERATIONAL BUDGET vs ACTUAL as at September 30, 2018

<table>
<thead>
<tr>
<th>ipline</th>
<th>UNAUDITED 2017</th>
<th>BUDGET 2018</th>
<th>UNAUDITED 2018 vs BUDGET 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>at Sep 30</td>
<td>at Sep 30</td>
<td>vs BUDGET vs 2018</td>
</tr>
<tr>
<td>Individual Rides</td>
<td>16256</td>
<td>$24,000</td>
<td>18865</td>
</tr>
<tr>
<td>Group Rides</td>
<td>5785</td>
<td>$2200</td>
<td>6819</td>
</tr>
</tbody>
</table>

### REVENUE

- **Municipal funding**
  - Amaranth-Elderslie $42,357
  - Brockton $74,409
  - Chatsworth $27,062
  - Hanover $138,905
  - Huron-Kinloss $31,468
  - Kincardine $78,802
  - Saugeen Shores $120,655
  - Southgate $21,539
  - West Grey $77,813

- **Sub-total** $610,000

### NET LOCAL REVENUE

- **MTO BASELINE "EXPENDITURE"**
  - $476,743 vs $485,770

### EXPENSES

- **Audit - not an eligible MTO expense** $13,376
- **Advertising & Website** $29,372
- **Bad debt & Collection** $772
- **Bank charges** $1,037
- **Credit/Debit Card charges** $694
- **Interest** $3,675
- **Insurance - liability & property** $2,220
- **Legal** $990
- **Membership fees** $783
- **MTO Liability** $9,625
- **Office Supplies & Postage** $12,558
- **Office Rent** $5,059
- **Telephones** $14,932
- **Travel, Meals, Parking, etc** $159

### Vehicles

- **Fuel - cost less federal rebate** $117,210
- **Insurance** $37,050
- **Licenses** $50
- **Maintenance** $67,541

### Wages & Benefits

- **Group Benefit Plan** $22,445
- **Drivers** $627,902
- **Office** $131,740
- **Statutory Benefits & EHT** $87,617

### NET EXPENSES

- $1,087,185

### NET OPERATING SURPLUS (DEFICIT)

- $187,799

### Provincial Gas Tax Funding - operating

- **$101,304.00**

### NET SURPLUS (DEFICIT)

- $85,495

2018 Amortization of Capital Assets will be approximately $170,000
Multi-Municipal Wind Turbine Working Group

Thursday, October 11, 2018 at 7:00 p.m.
Chesley Fire Hall
211 1st Ave N., Chesley, Ontario

MINUTES
A meeting of the Multi Municipal Wind Turbine Working Group was held on Thursday, October 11, 2018 at the Chesley Fire Hall.

Participating Municipalities Present:

<table>
<thead>
<tr>
<th>Municipality</th>
<th>Name of Members in attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arran-Elderslie</td>
<td>Mark Davis, Doug Bell</td>
</tr>
<tr>
<td>Bluewater</td>
<td>Dave Roy</td>
</tr>
<tr>
<td>Brockton</td>
<td>Philip Englishman</td>
</tr>
<tr>
<td>Chatsworth</td>
<td>Scott Mackey, Elizabeth Thompson, Tony Clark</td>
</tr>
<tr>
<td>Georgian Bluffs</td>
<td>Dwight Burley, Carol Barfoot</td>
</tr>
<tr>
<td>Grey Highlands</td>
<td>Stewart Halliday, Lynn Silverton</td>
</tr>
<tr>
<td>Huron-Kinloss</td>
<td>Wilf Gamble, Don Murray</td>
</tr>
<tr>
<td>Kincardine</td>
<td>Randy Roppel</td>
</tr>
<tr>
<td>Meaford</td>
<td>André den Tandt</td>
</tr>
<tr>
<td>Northern Bruce Peninsula</td>
<td>Patricia Greig, Linda Weatherhead</td>
</tr>
</tbody>
</table>

Participating Municipalities Absent:

<table>
<thead>
<tr>
<th>Municipality</th>
</tr>
</thead>
<tbody>
<tr>
<td>Central Huron</td>
</tr>
<tr>
<td>Wainfleet</td>
</tr>
<tr>
<td>West Grey</td>
</tr>
<tr>
<td>West Lincoln</td>
</tr>
</tbody>
</table>

The following members of Staff were present:
Teresa Gowan       Arran-Elderslie  Secretary
Bill Palmer        Saugeen Shores

Others in attendance were:
Lynn Szymenko      Northern Bruce Peninsula
Warren Howard      North Perth
John Black         ACW
Joan Black         ACW
Anita Frayne       ACW
Carla Stachura     ACW
Mike Stachura      ACW
Martina Hayward    ACW
Ginny Love         ACW
Lorrie Gillis      Huron-Kinloss
Wayne Coture       Bluewater
Bonnie Roy         Central Huron
1. ADOPTION OF THE AGENDA
   Moved by: André den Tandt
   Seconded by: Dwight Burley
   That the Agenda for the Multi-Municipal Wind Turbine Working Group meeting of October 11, 2018 be received and adopted, as distributed by the Recording Secretary
   Carried

2. DECLARATION OF PECUNIARY INTERESTS:
   No disclosures of pecuniary interests were made by the Committee.

3. APPROVAL OF MINUTES
   Moved by: Patricia Greig
   Seconded by: Tony Clark
   That the Multi-Municipal Wind Turbine Working Group adopt the minutes of the last Committee Meeting held September 13th 2018, as circulated.
   Carried

4. DELEGATIONS
   4.1 Warren Howard reviewed the problems with Bill 34 - An Act to Repeal the Green Energy Act for the Committee and listed a number of continuing provincial constraints on municipal actions.

   The key concern for municipalities with Bill 34 is that Section 5 of the Green Energy Act, 2009 has been carried forward by Bill 34 as Section 25.35.1 of the Electricity Act.

   This section allows the government to designate renewable energy projects to assist in the removal of barriers. According to the current wording of Bill 34, municipal by-laws would continue to be "inoperative" relative to renewable energy projects.

   Bill 34 protects municipal by-laws related to renewable energy projects from appeals to court challenges but again this protection is limited to by-laws that "permit" these projects. This suggests that by-laws that "prevent" the projects, like Wainfleet's 2,000 metre set-back, would not be covered by this clause.

   Warren stated that other provincial rules and reports would have to be changed to allow municipalities to take action on wind turbines without challenges. These include:
• The Ministry of Health and Long Term Care statement from the Chief Medical Officer 2010 indicating that there is "no causal link between wind turbine noise and adverse health effects."

• The Ministry of the Environment, Conservation and Parks rules with respect to siting of wind turbine states under Regulation 349/09 which establishes safe noise levels at 40 dB(A), establishes setbacks from residences at 550 metres, narrows limits on ERT appeal and ignores low frequency/infrasound noise levels.

• The Ministry of Municipal Affairs and Housing in the Provincial Policy Statement - 2014 states that planning authorities should provide opportunities for the development of energy supply including electricity generation facilities and transmission and distribution systems and planning authorities should promote renewable energy systems and alternative energy systems where feasible.

• The Ministry of Finance with regard to municipal taxation states to fix assessments of wind turbines at levels that mean the taxes paid on an average home are greater than the taxes paid for a wind turbine in many municipalities.

There are a number of areas that remain to be of concern to municipalities and Warren suggests that municipalities keep addressing these issues with the new Provincial Government.

4.2 Bill Palmer presented a Powerpoint presentation "If You Find Yourself in a Hole, the First Thing to do is to Stop Digging."

Bill reviewed the fact that electricity costs are rising and will continue to rise due to 20 year contracts. Small industry and commercial corporations are hit hardest with no rebate for them. Ontario buys the wind energy power which costs Ontarians $1.5 Billion/year yet we sell most of their output at near zero value as it is produced when we do not need it, to New York State and Michigan State.

Bill Palmer stated the members of the municipalities which are a part of this Committee host some 24% of the wind turbines in Ontario. The health of the people living near IWTs have been adversely affected. Bill stated that the Ministry of the Environment has not been responding to complaints by individuals affected by Industrial Wind Turbines.

Bill also stated that a 200 meter tall turbine is near as 93 m from public roadways, even closer to neighbour's lots. There needs to be a review of the set back requirements.
Bill Palmer summed up by stating citizens are still being blown off by the Ministry of Environment and that by cancelling the Green Energy Act will not "fill the hole."

Bill stated that the Committee thank Bill Walker MPP for sending the DVDs to other MPPs but more needs to be done.

Bill concluded with a request to MPP Bill Walker to help the Multi-Municipal Wind Turbine Working Group to speak to Minister Phillips, to present the case of citizens who are being harmed by wind turbines.

A copy of Bill Palmer's presentation is attached to these minutes for reference.

4.3 Randy Roppel, the Chair, welcomed Bill Walker MPP Bruce-Grey-Owen Sound and Party Whip for the Progressive Conservative Party to the Committee meeting. Since Bill Walker attended the meeting after the meeting started, both Warren Howard and Bill Palmer reviewed their presentations to Mr. Walker.

In response to the items raised by Warren Howard and Bill Palmer, Bill Walker stated that he has been on side with the Committee, and has been on side since 2011. Bill Walker went on to state that the Provincial Government has been only in power for 100 days and it is going to take some time to make changes. The Environment Minister has never been a politician before. Bill stated that he totally feels what the Committee has been doing and how people's health have been affected, and he feels their pain, but change has to be done in a logical sequence. We can't overturn a legal document. It going to take time to change legislation.

Bill Walker suggesting forming a committee and to have a credible person to do a proper study. Bill stated that if there is a committee then you'll find more accountability from staff members. The Government has more rural representatives around the table than ever before. Bill Walker stated that his process is to work with people with a positive attitude. He reminded the Committee that there is a new Minister in place and noted that you've got to give us some time.

Bill stated again that the PC Government has been in power for only 100 days and there are a lot of issues that they are working on.

Bill suggested that we work collaboratively, he said I'll do what I can to get us in the right room. We need all the players around the table. I will try to bring the idea forward. There are people here who may wish to be involved. It will still take time to make changes.

There was a short question and answer period from the Committee members.
The Chair, Randy Roppel, thanked Bill Walker for coming and stated that the Committee members around the table are elected officials and we are the closest to the people who have been affected and we need the Government to listen to the people and deal with the issues.

5. **BUSINESS ARISING FROM THE MINUTES**

5.1 There was a review of the Committee meeting schedule. The Chair asked the Committee members for their input as to the meeting schedule. Various members stated that during the winter months travel is difficult due to weather, also if there is not a lot on the agenda for the meeting, it could wait for another month. Some members stated that since the Municipal Election is coming up, perhaps the next Council members appointed to the Committee decide the schedule.

The Chair noted that the new elected Councils will be sworn in December and then the new councils will need to appoint members to various committees. By delaying the next meeting to February, this would allow time for this process to take place.

There was a suggestion for a motion.

Moved by: Carol Barfoot  
Seconded by: Dwight Burley  
That the Municipal Wind Turbine Working Group change the meeting structure to state no meeting in December and January, then every other month or at the call of the Chair. This new schedule to take effect February 2019.  

**Carried**

Therefore, for clarity sake, there will be a meeting in November, 2018, no meeting in December 2018 and no meeting in January 2019, then the next meeting will be February 14, 2019. The Chair can still call a meeting at his discretion.

6. **NEW BUSINESS**

6.1 The Chair, Randy Roppel updated the Committee on his meeting with Lisa Thompson MPP Bruce-Huron on September 28, 2018. Randy said that this meeting was called quickly and he was able to meet Lisa at her constituency office. He gave Lisa a copy of Bill Palmer's One Page Briefing Note. Randy stated that he is very concerned about what is going to happen as he had heard that parts of the Green Energy Act is being moved and put into other policies, so that to say the GEA is scrapped is not entirely true. Lisa said that she would get back to Randy about that.

Randy Roppel also stated that he and Mark Davis did an interview with a reporting from the Owen Sound Sun Times. Randy was pleased with the article that appeared in the paper. Randy stated that nothing is being
done for the people who are suffering and I don't want the Government to forget these issues will be on the table until they address them.

Randy mentioned that the last time Lisa Thompson was at the Committee meeting she suggested setting up a working committee and that she would like to see five people on the committee.

The Chair suggest that we discuss in November who in the Committee would like to be involved this working committee.

7. FOR INFORMATION
7.1 The Chair, Randy Roppel, thanked the Committee members for their contribution and hope to see most of them around the table after the municipal election. Randy stated that he was the only councillor who was acclaimed in Kincardine. He wished everyone good luck with the election.

Various Committee members stated that they have enjoyed being part of the Committee and that they have learned a lot and hope to return to continue the work.

8. DATE AND LOCATION OF NEXT COMMITTEE MEETING
The next meeting date is scheduled for Thursday, November 8, 2018, at 7:00 p.m. at the Chesley Fire Hall, 211 1st Ave. N., Chesley ON N0G 1L0.

9. RESOLUTION TO MOVE INTO CLOSED SESSION AND GENERAL NATURE THEREOF (includes appointed Councillor(s) and citizen appointee)
Not Required

10. RESOLUTION TO RECONVENE IN OPEN SESSION
Not Required

11. ADOPTION OF RECOMMENDATIONS ARISING FROM CLOSED SESSION (if any)
None

12. ADJOURNMENT
Moved by: Tony Clark
Seconded by: Mark Davis
That the meeting be adjourned to the call of the Chair. Carried

The meeting was adjourned at 8:55 p.m.

Original Signed by
Randy Roppel, Chair

Original Signed by
Teresa Gowan, Recording Secretary
Congratulations

- The MMWTWG congratulates you, Bill Walker, and the Doug Ford government, for recognizing the depth of the hole Ontario is in.
- Ontario Debt will hit ~ $350 Billion this year ~ $30,000 per resident (plus $18,000 each for their share of the federal debt, ~ $48,000 total.)
- Ontario expected to spend $11.4 billion + servicing its debt (in 2017). When we combine Ontario’s debt servicing costs with the province’s share of federal debt servicing costs, Ontario taxpayers share was a total of $21.2 billion in federal-provincial interest payments (in 2017). That’s roughly equivalent to what the Ontario government collected in HST ($23.8 billion). With rising interest rates – look out.
- Electricity prices are rising too, and will continue to rise due to 20 year contracts – small industry & commercial, like Chapman’s Dairy and local grocery stores are hit hardest (no rate rebate for them). Shifting the cost to future taxes, makes tomorrow even less bright for our kids.
- Ontario has ~ 2546 wind turbines rated at ~ 5008.3 MW (+more approved)
- We buy their output at ~ $135 a MWh (needed or not) - costs us 1.58$ a year, yet we sell most of their output at near zero value as it is produced when we do not need it, to NY state and Michigan. They love us.
But it's Not all about Money

• The 14 member municipalities of the MMWTWG host some 24% of those wind turbines, and are the first point of contact for citizens to bring their concerns.
• We are clear that we are responsible for our citizens health and safety, and have listened to many citizens explain how their lives have been adversely impacted after the erection of wind turbines in accordance with the regulations.
• It is not sufficient to just cancel the Green Energy Act, and to turn approvals over to the Municipalities without changing the regulations that wind turbines are approved under. (Some of us recall July 8, 2006)
• It is not sufficient to confirm that wind farms are operating in compliance with the current regulations.

Example 1 of Harm – The MOE Expectation

• Nation Rise Wind Power – ERT still in progress, final hearing dates Oct 15, closing statements Nov 23, work carries on “Vestas recently received a 60 MW order from Canada. V136-3.45 turbine, with hub height of 132 metres will be the tallest wind turbines in North America. (NA Windpower, Oct 4)”
• Setback of this 200 metre tall turbine is near as 93m from public roadway, even closer to neighbour’s lots.
• Ministry of the Environment – Director’s Closing Submission, “THE APPELLANT FAILED TO ESTABLISH THAT THE PROJECT WILL CAUSE SERIOUS HARM TO HUMAN HEALTH AND PUBLIC SAFETY - An appellant must prove on a balance of probabilities that harm will occur, rather than that it may or is likely to occur” i.e. >51% probable
• The Ministry only accepts “Russian Roulette” when the 6-shooter has 4 or more bullets – having only 3 bullets does not prove harm will occur at >51% probability – This is public safety??
Example 2 of Harm – Another MOE Expectation

- K2 wind array – neighbours (Stachura family, Black family) bothered by tonality since array started up, in 2015. Multi complaints – MOE review and monitoring said, no problem seen – analysis of Ministry data (Palmer) PROVED tonality exists.
- Submission to Ministry of P. Eng. doc, and published peer reviewed paper, show Stachura tonality worst when wind from South, and when turbines curtailed.
- Ministry “requested” compliance audit in April 2016, still has not been done, but recent letter (MOE Chappell to Stachura) says audit will be based on when wind is from North (i.e. not when from bothersome South), and when turbine output is > 52% (i.e. not when curtailed). Only considers 5% of the time, and will miss most troublesome periods.
- Citizens had 3 days to concur with full letter of conditions or audit might be cancelled. Resident responded and identified concerns:
  - Ministry letter gags residents, may not share data received with ANYONE, period! (i.e. no Palmer analysis of data allowed this time!)
  - Ministry will not consider data from South or when curtailed that does not meet “Compliance Protocol” conditions, even if it is the bothersome situation.
- Company has until Dec. 31 to respond to provincial ORDER that they failed to submit Emissions audit REQUIRED by REA.
- It appears that the Ministry is NOT acting on behalf of the impacted citizens, and appears to be putting conditions in place to make residents refuse to accept audit at all. Even MOE seems to be gagged.

Example 3 of Harm – Ministry Response to Complaints

- Jane Wilson (WCO) presented to ERT July 2018, FOI showed 16.5% of people exposed to wind turbine noise emissions experienced stress or distress at distances up to 1 km, but that figure escalated to 25% for people exposed at 550 meters (the Ontario minimum setback).
- More than 4,500 official records of complaints about wind turbine noise, vibration and sensation. Ms. Wilson gave evidence that several ministry district offices did not give out Incident Report numbers.
- MOE response rate declined to less than 7% in 2015–2016.
Example 4 of Harm – Ministry Response to Complaints

- In Niagara Region, Max family have filed many complaints about noise. Wrote on August 16 to Minister Phillips regarding audit.
- Letter Aug 29, from Taylor Buck MOE to Max family states, Please note that moving forward all future email complaints (including the previous 5) related to the normal operation of NRWF turbines, T89, T84 and T65, will be documented in MECP incident report # 5300-ALTK8L.
- Clarification on Sept 4 from Michael Durst, MOE says, “Our office will continue to review and document your concerns, but will no longer be emailing individual incident report numbers for complaint emails received. As stated in my email of August 13, 2018, the ministry’s review of the monitoring data collected at your home concluded that the operation of the wind turbines is in compliance with all applicable noise limits at this time. As such, we will be taking no further action on the issue of noise at your home related to the normal operation of the wind turbines.”
- Response Sept 6 from Mili New, Director MOE, stating the family had declined additional unattended monitoring – letter had actually said, “I reject the Ministry’s attempt to set up and test until you get the numbers you like.” (they had said previous testing was not acceptable, even though analysis of the data taken at the site (Palmer) showed tonality from the transformer station.)

Example 5 of Harm – Ministry Accepting Flawed Data

- Enbridge wind turbines started up in 2007.
- Analysis of data taken at site (Palmer) shows tonality exists, and that difference between turbines on and turbines off raises noise levels from 28.5 dBA to 40.9 dBA, with higher values at other sites, thus non compliant.
- Ministry called for “compliance audit” has been ongoing since at least June 2010, without results. (Due to difficulty with compliance protocol.)
- New contractor redid audit, using turbine speed instead of turbine output to identify power. “As an alternative, Aeroustics proposed that the turbine electrical power threshold be replaced by a threshold based on rotational speed. These findings and recommendations were presented to the MOECC in a memo dated November 15, 2017.”
- The MOE accepted this audit. In a letter dated July 27th, Owen Sound District Manager Rick Chappell wrote to residents: “The report states that based on the results of the assessment, the Underwood Wind Project is in compliance with applicable sound level limits at your location.”
- In fact, this audit was badly flawed, as these particular stall regulated turbines increase in noise level as power goes up, and operate at constant speed once synchronized. Both the contractor and the MOE should have known this well known feature of these wind turbines.
Example 6 of Harm – Ministry Response Incorrect

- On July 1, Palmer wrote to John Yakabuski identifying concerns with issues related to public safety on Ontario highways.
- Identified Huron Wind Blade Failure had sent blade parts 3m x 1.2 m 280 metres from turbine, and 1m x 0.15 m 560 m from turbine.
- Setback for turbines is being permitted at blade length + 10 m (and gave example of Nation Rise)
- Response “on behalf of Minister” stated, “A minimum measured distance that is equal to the distance of the height of the wind turbine structure, plus the length of the blade is strictly controlled.”

Finally – We Come to “The Ask”

- MPP Walker, the MMWTWG sincerely thanks you for sending to other MPPs the DVD of wind turbine issues, but we need to ask more.
- Citizens are still (since the election of the Ford Government) being “blown off” by Ministry staff in the MOECP and the MOT. Letters to Ministers do not seem to even get to the Minister’s eyes. The responses received do not take account of what is identified in the letters of concern.
- Cancelling the Green Energy Act will not “fill the hole”
- Please, we need to request your help, as Party Whip, to help us get in the Minister’s doors, to present the case of citizens who are harmed.
Thoughts for the Path Forward - 1

• The MOE wind turbine acceptance criterion need to consider:
  – A penalty for cyclical noise
  – A penalty for tonal noise
  – Consideration that a weighting ignores the special characteristics of wind turbine noise (low frequency, cyclical, tonal, not occasional, worse at night)
  – Consideration of something like European $L_{den}$ that penalizes noise in the evening by 5 dB, and at night by 10 dB. Ontario turbines limited at 40 dBA, actually rate at 46.6 dB $L_{den}$. ABOVE the WHO recently identified limit of 45 dB $L_{den}$
  – Setback to homes at 550 metres is not adequate for todays turbines (depends on turbine density to identify actual required setback to achieve < 35 dBA)

Thoughts for the Path Forward - 2

• Public safety setbacks need to account for actual Ontario data, and not be based on having to prove harm
• Requiring the 6 shooter to have 4 or more bullets is NOT adequate to show public safety
• No where else do we have to prove > 51% that harm will occur. Nuclear safety is based on $10^{-6}$. Surprisingly the result of being killed in a nuclear accident is the same as being killed by a renewable project. Dead is Dead. Why is one 0.51 while the other is 0.000001?
• Setback to roads or other places an unprotected citizen might be, should be > 560 metres
Thoughts for the Path Forward - 3

- Considering power costs – supply should be paid based on its capability to generate when needed. On this basis, wind should have the lowest value.
- If 20 year contracts are not alterable (some say they might be, e.g. Bruce Pardy, Faculty of Law, Queen’s University) then treat wind turbines like water power.
  - Wind now pays Municipal Taxes based on assessment rate of $40,000 per MW x industrial mil rate, plus farmland mil rate for 1 acre per turbine. (180 MW Armow wind array pays about (180 x 40,000 x 0.0315) + (90 x $10,000 x 0.0030) = $229,500)
  - Water power pays a property tax rate for annual generation of 50 to 400 GWh or 4.5% x annual gross revenue. (Armow would pay 378,267 MWh x $135 / MWh x 0.045 = $2,297,972)
  - Water power in Ontario pays a “water rental” of 9.5% x annual gross revenue for use of a provincial resource, the energy in the water. Wind could equally be charged a “wind rental” for use of a provincial resource (Armow would pay the province 378,267 MWh x $135 / MWh x 0.095 = $4,851,274, which might be applied against the payment made for the power produced)
- Also need to consider that renewable energy projects can only take advantage of the accelerated tax write-off ONCE, not repeatedly every time company is flipped. If the value is reduced to zero, then it should not be resold at a high value.

Finally, Thanks for Listening

- Thanks for coming to visit the MMWTWG again, Mr. Walker
- If you have any questions about our presentation, we hope you will ask
- Sincerely we hope you will be able to pass our concerns on to the responsible Ministers
- We really do want to help.
ELMWOOD COMMUNITY CENTRE BOARD MEETING MINUTES

DATE: October 16, 2018

PRESENT: Dale Ahrens, Dean Leifso, Ernie Falkiner, Mayor Eccles, Patsy Becker, Linda Thompson

GUESTS: Eric McDougall – Municipality of Brockton, Parks, Recreation & Facilities Manager
Stephanie Pavao – Municipality of West Grey, Manager, Parks, Recreation & Culture
Steve Lehman – Custodian, Elmwood Community Centre

1. Call to Order

2. Adopt Agenda
   Motion: Moved by D. Leifso Seconded by Mayor Eccles
   That the October 16, 2018 agenda be adopted as presented.
   Carried

3. Declaration of Pecuniary Interest and Nature there of - none

4. Minutes of previous meeting
   Motion: Moved by D. Leifso Seconded by Mayor Eccles
   That the October 16, 2018 minutes be adopted as presented.
   Carried

5. Treasurer’s Report
   - P. Becker provided the detailed operating budget versus actual report with an estimated actual for 2018.
   - Bank balance at the end of September was $22,887.28
   Motion: Moved by E. Falkiner Seconded by D. Leifso
   That the Treasurer’s Report is adopted as presented.
   Carried

6. Business
   Rental fee for all candidates meetings.
   Motion: Moved by D. Leifso Seconded by Mayor Eccles
   That the fee of $150.00 be charged for the two meetings.
   Carried

   Roof update
   - L. Thompson received an email from the vendor indicated he would be at the ECC this week to repair the roof.
   Update: The roof was not repaired; another email was received by the vendor the first of November still indicating the roof will be repaired when there is a break in the weather.
Number of facility rentals for August
- L. Thompson provided a report that the hall has 8 rentals in November; in 2017 the hall rentals were 5.

Kitchen renovation update
- E. Falkiner indicated that the kitchen cabinets have been finalized except for the handles.
- Colours for the cabinets and flooring have been chosen.
- Fabricating of counter tops had minor changes.
- E. Falkiner will check with Domm as to the start date,

Financial Agreements
- E. McDougall emailed the ECC board members a draft financial agreement to review.
Motion: Moved by D. Leifso Seconded by E. Falkiner
That the financial agreement be accepted as amended.
Carried

- D. Ahrens will contact municipalities about annual capital and operating budgets.

Budget 2019
A review of the 2018 budget versus actual expenditures and revenue was completed.
The budget will be finalized at the next board meeting.

New Business
- D. Ahrens informed the Board that both municipalities will receive a letter from the Elmwood Chamber regarding the request to be included in the conversation on money allocation for beautification of Elmwood.

7. Next Meeting
Tuesday, December 18, 2018 at 7:00 p.m.
- D. Leifso will be booking a location for the Christmas dinner and meeting.

8. Adjournment
Motion: Moved by Mayor Eccles Seconded by D. Leifso
That the ECCB meeting be adjourned.
Carried
West Grey Public Library Board Minutes

October 17, 2018
West Grey Public Library – Durham Branch

Present: Tim Dyck, Malcolm Beddoe, Gerri Grant, Rebecca Hergert, Denise Edwards, Rob Thompson, Dyan Jones

Staff: Chief Librarian/CEO, Kim Storz

Guest (s):

Regrets: Bonnie MacIntyre

Call to Order
The chair called the meeting to order at 6pm.

Agenda as amended
Moved by Malcolm Beddoe and seconded by Gerri Grant THAT the agenda of the September 19, 2018 meeting be approved as amended.
Carried

Declaration of Interest
It is recorded that there were no declarations of pecuniary or conflict of interest or the general nature thereof.

Delegation

Consent Agenda

a. Adopt previous minutes – September 19, 2018
b. Librarian’s report – September 2018
c. Statistical report – September 2018
d. Accounts Payable – September 2018
   Invoices dated in the amount of $9,996.87 (A/P October 12, 2018 invoices).
e. Correspondence

Moved by Rebecca Hergert and seconded by Malcolm Beddoe That it hereby be resolved the West Grey Public Library Board adopt items A to E on the consent agenda.
Carried

Matters arising from minutes

Kim Storz clarified that water testing is only done in Ayton and the billing is split 3 ways.

Kim Storz provided an analysis on the Board evaluations received. Some discussion was held on the evaluations. Dyan Jones and Tim Dyck will consolidate the evaluations for a legacy document which will be provided to the incoming Board. The legacy document will be available at the November Board meeting.
Monitor the progress of the Strategic Plan

Moved by Rebecca Hergert and seconded by Dyan Jones That the West Grey Library Board directs the West Grey Library CEO, to apply for the Grey Bruce Community Foundation grant for Spring 2019 intake. 
Carried

Committee Review and Updates

Policy Committee (Denise and Malcolm)

Moved by Malcolm Beddoe and seconded by Denise Edwards That Policies GOV-01 to GOV-04 and By-laws BL-01 to BL-06 be approved. 
Carried

Finance Committee (Tim and Malcolm)

Option 2 of the revised 2019 budget was received.

Report on Board members’ advocacy activities

Board applications and an article were in the Spotlight.

Other Business and Federation News

Moved by Denise Edwards and seconded by Malcolm Beddoe That the 2017 Auditors Report be received. 
Carried

Please remember to return all Board documents to the Library or Tim Dyck.

Malcolm Beddoe spoke about social isolation.

Whereas West Grey Public Library Board is unable to support Words Aloud Spoken Word & Storytelling Festival at this time.

Whereas the Owen Sound & North Grey Union Public Library has expressed an interest.

Moved by Dyan Jones and seconded by Denise Edwards that West Grey Public Library Board recognizes Owen Sound & North Grey Union Public Library in their partnership with Words Aloud Spoken Word & Storytelling Festival.
West Grey Public Library Board Minutes

October 17, 2018
West Grey Public Library – Durham Branch

Carried

Next Meeting

The next regular meeting of the West Grey Public Library Board will be held on 21st of November at 8:30am, at the West Grey Public Library – Durham Branch.

Adjournment

Chair Tim Dyck

Date

21 Nov/18
Date: Thursday, October 18, 2018
Time: 2:00 pm
Location: Airport Terminal Boardroom

Commission Members Present:
- Dave Inglis – Chair
- Kevin Eccles
- Ed King
- Dave Schmidt

Also Present:
- Dave Kennedy – Airport Manager
- Susan Kirkpatrick – Bookkeeper / Secretary / Asst Manager

Guests:
- Jack Zeinstra, Marohl Kuhl (Future Air), Kelani Stam (FA student),
- Phil Englishman (at point of New Business)

1. Call to order
   Chair called the meeting to order at 2:00 pm

2. Approval of Agenda
   Motion to accept Agenda – (Eccles / Schmidt)
   Carried

3. Declaration of Pecuniary Interest
   None

4. Delegations
   Municipal Joint Economic Development Committee
   - April Marshall – Hanover
   - Cathy Sweeney – West Grey
   - Paulette Peirol – Brockton
   - Dave Rumsey

April Marshall presented a synopsis and findings of the April 12 session with the SMA Commission, the June 20 session with the municipal Economic Development Committees, and the August 2018 electronic survey with SMA stakeholders. (A copy of the presentation is on file in the Airport office.) It was the general feeling of the Commission and those present that the SMA’s hands are tied due to manpower and finances. However, the time has come and it is necessary to begin with a positive plan as outlined by the Joint EDC and work that plan. The next steps are to form sub-committees to breakdown the plan. At this point it was suggested that perhaps the Commission membership needs to increase to attract not only those with aviation expertise but others with diverse business backgrounds.
5. Approval of minutes from last meeting held September 27 and special October 4, 2018
   Motion to accept Minutes – (King / Schmidt)
   Carried

6. Business arising from Minutes
   - Dave Kennedy is going to record his response to Phil Englishman’s list of concerns presented at the last meeting and Dave Schmidt and Susan will discuss them with Phil.

7. Correspondence
   - Letter from COPA regarding Restaurant
   - Commissioner Application from Bill Roseborough and Jack Zeinstra

   - Quote from Weilers Cleaners regarding the carpet and tile cleaning was accepted and will be scheduled.
   - The 2018 / 2019 budget will be drafted using the standard 2% increase on numbers.
   Motion to accept Financial Report – (King / Schmidt)
   Carried

9. Management Report
   Distributed at meeting (copy attached)

   Motion to accept Manager’s Report – (Schmidt / King)
   Carried

10. New Business
   - MPAC complete and updated with new hangars added and corrected descriptions. A re-assessment for 2017 has been given to the Town of Brockton office.

   - Motion to accept Jim Leon’s resignation and to forward a letter to him on behalf of the SMA for his efforts over the past several years. Dave Inglis will write and send the letter.  (Eccles / King) – carried

   - The vacant position of Commissioner will be advertised on social media and the 3 websites. Applications will be collected November 3 and interviews will follow to be conducted by the 3 Municipal Commissioners. Susan has prepared an ad to be used and a draft job description which will be forwarded to the Commission for revision. This is also a good time to look at the structure of the Commission and the bylaws on file.

11. In Camera Session
    Not required

12. Next meeting November 21, 2018
    or at the call of the Chair

13. Adjournment
    Meeting adjourned at 3:30pm
    Motion to adjourn – (King / Schmidt) Carried

Minutes prepared by Susan Kirkpatrick
Date: Wednesday, November 14, 2018
Time: 11:00 pm
Location: Airport Terminal Boardroom

Commission Members Present
Dave Inglis – Chair
Ed King
Kevin Eccles
Dave Schmidt

Also Present
Dave Kennedy – Airport Manager
Susan Kirkpatrick – Secretary

1. Call to order
   Chair called the meeting to order at 11:45 pm

2. Approval of Agenda
   Motion to accept Agenda – (King / Eccles)
   Carried

3. Declaration of Pecuniary Interest
   None

4. Appointment of Commissioner
   To elect Kelani Stam as the next voting Commissioner to fill the current vacancy.
   To establish the expansion of the Commissioner position by 2; to be non-voting positions; to
   prepare for succession planning; that Rob Olds and Tom Shupe be extended this offer at this time.
   For Kelani to attend next week’s Commission meeting.

   Motion to accept – (Schmidt / King). Carried.

5. Appointment of Airport Manager
   To offer the position to Phoenix AMG (Steve Rouse) pending a meeting with Dave Inglis to
   review the contract and clarify any points. Susan will set up the meeting to ensure Steve can
   attend next week’s Commission meeting.

   Motion to accept – (King / Schmidt). Carried.
6. Kitchen Contract

To award the Restaurant contract to Crosswind Café, pending the successful negotiation of the contract by Dave Kennedy (Airport Manager).

Susan will prepare thank you letters to all and offers where required. Dave Inglis to sign.

Meeting adjourned – 12:25 pm

Next regular meeting – Wednesday, November 21, 2018

Minutes prepared by Susan Kirkpatrick.
ELMWOOD COMMUNITY CENTRE BOARD MEETING MINUTES

DATE: November 20, 2018

PRESENT: Dale Ahrens, Dean Leifso, Ernie Falkiner, Patsy Becker, Linda Thompson

ABSENT: Mayor Eccles

GUESTS: Eric McDougall – Municipality of Brockton, Parks, Recreation & Facilities Manager
Stephanie Pavao – Municipality of West Grey, Manager, Parks, Recreation & Culture
Steve Lehman – Custodian, Elmwood Community Centre

1. Call to Order

2. Adopt Agenda
Motion: Moved by D. Leifso Seconded by E. Falkiner
That the November 20, 2018 agenda be adopted as presented.
Carried

3. Declaration of Pecuniary Interest and Nature there of - none

4. Minutes of previous meeting
Motion: Moved by E. Falkiner Seconded by D. Leifso
That the October 16, 2018 minutes be adopted as presented.
Carried

5. Treasurer’s Report
- P. Becker provided the detailed operating budget versus actual report with an estimated final actual for 2018 and the 2019 budget.
- Bank balance at the end of October was $19,040.05
- D. Ahrens provided a capital update regarding the exterior lights. The supplier KVM Energy said they can have it completed in December.
Motion: Moved by E. Falkiner Seconded by D. Leifso
That the Treasurer’s Report is adopted as presented.
Carried

6. Business
- D. Ahrens stated that both councils approved the Joint Agreement minus the annual increase section.
Motion: Moved by E. Falkiner Seconded by D. Leifso
That the Board accepts the revised Joint Agreement.
Carried
D. Ahrens and E. Falkiner signed the Joint Agreement
Rental fees for 2019
- The Board had a discussion and review of the 2018 rental fees and the rental fees for 2019.
- L. Thompson requested that the fees remain the same in 2019 in order to increase rentals in 2019. The ECC rental rates are in line with rental rates in other communities.
- E. Falkiner brought forward a concern regarding the ECC technical equipment, the need to purchase missing cables and the current missing microphone.
- It was suggested that a $200.00 damage deposit be required.
- It was agreed that at the next meeting a recommendation for damage deposit be added to the 2019 rental contract and keep the 2019 rental fees the same as 2018.
- S. Pavao informed the Board that the Municipality of West Grey would be providing online payment service for rental fees. S. Pavao offered the online payment service to ECC to use for their rental payments. It was decided that once the online payment service has been operating for a couple of months, ECC would be included in the payment process.

Seniors exercise program
- D. Ahrens stated that the seniors exercise program would be starting up again after Farmers Week in January. Dale was wondering if someone else could use the senior’s equipment. E. McDougall said yes.

Number of facility rentals for August
- L. Thompson provided a report that the hall has 8 rentals in November; in 2017 the hall rentals were 5.

Kitchen renovation update
- E. Falkiner stated that pricing for stainless steel is still outstanding.
- $1,300 savings if a portion of the kitchen counter tops was laminate not stainless steel.
- E. Falkiner to provide S. Pavao will the stainless steel requirements for a further quote.

Budget 2019
- Tentative budget is set.
- The Treasurer’s honorarium is increased to $1,600.
- The Secretary/Booking Agent’s stays the same at $2,400.
Motion: Moved by D. Leifso Seconded by E. Falkiner
To accept the 2019 budget.
Carried

New Business
- E. Falkiner updated the Board on the problems with furnace #1. He received a quote for a part from Emke Schaab for $450.00 plus install and tax. E. Falkiner will order the part.

- Thursday, Nov. 22nd at 2:30 p.m. the Health Dept. representative will be doing the regular annual inspection.
7. Next Meeting
Tuesday, December 18, 2018 at 6:00 p.m., dinner at 6:30 p.m., short Board meeting after dinner.

8. Adjournment
Motion: Moved by D. Leifso  Seconded by E. Falkiner
That the ECCB meeting be adjourned.

Carried
Date: December 17, 2018.

Recommendation from the December 10, 2018 Committee of the Whole Meeting re: Proposed 2019 Council, Committee of the Whole, Committee of Adjustment & Committee of the Whole (Planning) Meeting Dates

The following resolution was passed during the December 10, 2018 Committee of the Whole meeting:

"Hamilton-Shea, Resolved that, the Committee of the Whole hereby recommends Council approves the 2019 Council, Committee of the Whole, Committee of the Whole (Planning), and Committee of Adjustment meeting dates, as contained in Clerk – Report COW #12/10/18, as amended. #COW 61-18 Carried."

(attachment)

CC#1 Recommendation: That Council pass a resolution in support of the recommendation from the Committee of the Whole to approve the proposed 2019 Council, Committee of the Whole, Committee of Adjustment & Committee of the Whole (Planning) meeting dates, as attached.

Recommendation from the December 10, 2018 Committee of the Whole Meeting re: Proposed Update to By-law Number 119-2018

The following resolution was passed during the December 10, 2018 Committee of the Whole meeting:

"Shea-Townsend, Resolved that, the Committee of the Whole hereby recommends Council approves the proposed update to By-law Number 119-2018, as contained in Clerk – Report COW #12/10/18, as amended. #COW 62-18 Carried."

By-law Number 130-2018, being a by-law to establish Terms of Reference and Mandates for certain advisory and local committees, repeals By-law Number 119-2018. New provisions in By-law Number 129-2018 provides for a maximum of three non-voting paid members of Council instead of one non-voting paid member of Council for the West Grey Parks, Recreation & Culture Advisory Committee and the West Grey Economic Development Advisory Committee (Appendices A & B), and provides for the Chair or alternate from each of the West Grey Parks, Recreation & Culture Local Committees (Ayton, Durham & Neustadt) to automatically be members of the Parks, Recreation & Culture Advisory Committee.
CC#2 Recommendation: That Council pass By-law Number 130-2018 contained in the December 17, 2018 Council Agenda, as recommended by the Committee of the Whole.

Proposed By-law Number 131-2018
The following resolution was passed during the December 10, 2018 Committee of the Whole meeting:

“Townsend-Hamilton, Resolved that, the Committee of the Whole hereby recommends Council approves the proposed by-law to appoint officials to various committees, as contained in Clerk – Report COW #12/10/18, as amended. #COW 63-18 Carried.”

By-law Number 131-2018, appoints officials (Council members) to various committees, and repeals By-law Numbers 36-2018, 55-2018 and 107-2018.

CC#3 Recommendation: That Council pass By-law Number 131-2018 contained in the December 17, 2018 Council Agenda, as recommended by the Committee of the Whole.

Proposed By-law Number 132-2018
The Committee of the Whole discussed the proposed appointment of citizens to various committees in closed session due to the personal information contained in applications submitted by individuals interested in serving on these committees. The Committee of the Whole gave direction to the Clerk in closed session to prepare the by-law that forms By-law Number 132-2018.

There are a number of other committees that will need to be appointed in the near future as there were insufficient applicants to form a quorum for these committees; were not initially advertised; or that further discussion is to be held on prospective citizen appointments. Committees to be advertised for additional potential citizen appointees include the Grey County Farm Safety Council, Dark Sky Committee, Glenelg Hall Committee, Durham Cemetery Board, Union Cemetery Committee, and the Elmwood Community Centre Board. The Municipality is also seeking additional citizens to be appointed to the West Grey Commercial Beautification Committee.

CC#4 Recommendation: That Council pass By-law Number 132-2018 contained in the December 17, 2018 Council Agenda, as recommended by the Committee of the Whole.
Temporary Replacement, Member of Upper-Tier Council

The Modernizing Ontario’s Municipal Legislation Act (MOMLA), 2017, S.O. 2017, c. 10 (Bill 68) that received Royal Assent on May 30, 2017, amended the Municipal Act by adding the following subsections:

“Temporary replacement, member of upper-tier council

268 (1) Subject to subsection (2), the council of a local municipality may appoint one of its members as an alternate member of the upper-tier council, to act in place of a person who is a member of the councils of the local municipality and its upper-tier municipality, when the person is unable to attend a meeting of the upper-tier council for any reason.

Limitation

(2) Subsection (1) does not authorize,

(a) the appointment of more than one alternate member during the term of council;

(b) the appointment of an alternate member to act in place of an alternate member appointed under subsection 267 (1) or (2); or

(c) the appointment of an alternate head of council of the upper-tier municipality.

Other temporary replacement

(3) Despite clause (2) (a), if the seat of the member who has been appointed as an alternate member under subsection (1) becomes vacant, the council of a local municipality may appoint another of its members as an alternate member for the remainder of the council term.”

Subsection 10.6 of West Grey Procedure By-law Number 20-2018, as amended, states “Council may appoint an alternate Member of Council as a temporary replacement for a Member on the upper-tier (Grey County) Council pursuant to Subsections 268 (1), (2) & (3) of the Municipal Act by a resolution of Council.”

Grey County Council approved Policy Number: G-GEN-011, being a “Council Alternate Member Policy”, on January 25, 2018, to provide for a consistent application of an alternate member policy for members from a lower tier municipality appointed for the term of council to attend upper tier (Grey County) council/committee of whole meetings in place of a regular upper tier (Grey County Council) member. (attachment)

The Committee of the Whole passed the following resolution during the December 10, 2018 Committee of the Whole meeting:
**Temporary Replacement, Member of Upper-Tier Council**

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(3) Despite clause (2) (a), if the seat of the member who has been appointed as an alternate member under subsection (1) becomes vacant, the council of a local municipality may appoint another of its members as an alternate member for the remainder of the council term."

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The Committee of the Whole passed the following resolution during the December 10, 2018 Committee of the Whole meeting:
“Hamilton-Councillor Hutchinson, Resolved that, the Committee of the Whole hereby recommends Council appoints Councillor Geoffrey Shea as West Grey's alternate member to the upper-tier (Grey County) Council. #COW 64-18 Carried.”

CC#5 Recommendation: That Council pass a resolution to appoint Councillor Geoffrey Shea as West Grey's alternate member to the upper-tier (Grey County) Council, as recommended by the Committee of the Whole.

West Grey 2020 Action Plan
Decisions respecting this report should support the following Strategic Priorities and Goals identified in the approved West Grey 2020 Action Plan:

Strategic Priorities
Ensure the Financial Sustainability of the Municipality.
Pursue Economic Development in West Grey.
Enhance Efforts to Inform and Communicate.

Respectfully submitted:
Mark Turner, Clerk
### 2019 Council Meeting Dates
(Council Meetings on Tuesdays unless otherwise noted)

<table>
<thead>
<tr>
<th>Month</th>
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<tbody>
<tr>
<td>January</td>
<td>8, 10:00 a.m.*</td>
<td>22, 7:00 p.m.**</td>
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<tr>
<td>February</td>
<td>5, 10:00 a.m.</td>
<td>19, 7:00 p.m.</td>
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<tr>
<td>March</td>
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<td>November</td>
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<td>December</td>
<td>3, 10:00 a.m.</td>
<td>17, 7:00 p.m.</td>
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*Closed sessions of morning Council meetings commence 9:00 a.m.
**Closed sessions of evening Council meetings commence 6:00 p.m.

### 2019 Committee of the Whole Meetings
(last Tuesday of each month unless otherwise noted)

<table>
<thead>
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<td>March</td>
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<td>October</td>
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<tr>
<td>November</td>
<td>29, 9:00 a.m.</td>
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<tr>
<td>December</td>
<td>(No December 2019 C.O.W. Meeting)</td>
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</tbody>
</table>

### 2019 West Grey Committee of Adjustment & Committee of the Whole (Planning)
Meeting Dates
(All WGCOA meetings commence at 1:00 p.m.; and all WG COW (Planning) meetings commence at 1:30 p.m., unless noted otherwise in the Agenda)

<table>
<thead>
<tr>
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<td>December</td>
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Council Alternate Member Policy

Approved by: County Council  Date Approved: January 25, 2018
Last Revision Date: N/A  Replaces: N/A
Scheduled for Review by: 2023
Policy Number: G-GEN-011  Section: Governance
Sub Section: General

References and Related Documents
Municipal Act, 2001-Section 268

Policy Statement
Bill 68 permits a lower tier municipality to appoint one alternate member per term to sit at the upper tier council in the absence of one of their members.

Purpose
This purpose of this policy is to provide consistent application of an alternate member policy for members from a lower tier municipality appointed for the term of council to attend an upper tier council/committee of the whole meeting in place of a regular upper tier member.

Scope
Notice
It is recommended that at least ten (10) days’ notice be provided to the Grey County Clerk’s department if the alternate member is attending in order to schedule time to review the agenda package and provide any additional information to the member as required. It is understood that in some cases, such as illness, the notice period can be waived. In these cases, notice should come to the Clerk’s department as soon as practicable.

Compensation
Alternate members who attend a council/committee of the whole meeting will be compensated for their time. Mileage and a per diem, based on the County’s current per diem rates, will be paid to the alternate member.
Voting
An alternate member attending a council/committee of the whole meeting will have the same number of weighted votes that the member they are representing would normally have.

Orientation
An orientation to Grey County and its operations will be provided to alternate members. If several lower tier municipalities appoint an alternate member within a similar time frame (i.e. after the beginning of a new term of council) there will be an orientation meeting scheduled for these members to familiarize themselves with Grey County. Additional orientation meetings will be scheduled as necessary throughout the term of council.

Meeting Preparation
In order to provide the alternate member with as much information as possible prior to a meeting in order for them to feel prepared and participate in the discussions, staff will schedule a meeting with an alternate member within one week of the meeting in order to review the agenda, reports and answer any questions or provide clarification on issues.

Other Items
Alternate members will need to be sworn in. This can occur at their first meeting or if there are several appointed within a similar time frame, it can be completed during orientation.

If the alternate member is required to have a copy of closed meeting minutes or reports for the purpose of participating in discussions, these will be provided to the member on paper, to be returned at the end of the meeting. Access to the Council portal will not be provided for alternate members unless they are appointed to cover a long-term absence (illness, maternity etc.).

The alternate member will continue to use their lower tier email address and necessary agenda items will be sent to that address for review.

Grey County will not provide alternate members with an iPad or cell phone.

Seats declared vacant by a lower tier council will be dealt with as outlined in the Municipal Act.
December 11, 2018

Dear Council:

We are requesting that council adopt a policy of awarding a grant-in-lieu of equal amount for development charges on affordable housing units.

Background:

Affordable housing is considered housing in which the rent is set at a rate of no more than 80% of the average market rate in a county for that type of housing. This is set by CMHC each year. The current rate for one bedroom apartments in Grey County is $577/month. Affordable Housing developments are required to be occupied by residents considered “high risk”. High risk tenants include working poor, individuals with physical disabilities, Aboriginal people and seniors.

We have committed to the County of Grey and the Investment in Affordable Housing for Ontario (IAH) to build a 14 unit apartment building in Durham, with construction starting in April 2019. Of the 14 units being built, 11 of those units will be considered affordable for a period of 20 years per the agreement signed with IAH (Investment in Affordable Housing Program).

The County of Grey has fully supported this project. They have sold us the land for a nominal amount and awarded us a grant-in-lieu of the County development charges for the affordable units. They have also assisted us in applying to the IAH for funding for affordable housing.

Affordable housing is a real issue in West Grey and Grey County. Per Anne Marie Shaw, Director of Housing at Grey County, Grey County's vacancy rate for a one bedroom has gone from 6.5% in 2013 to 1.7% in 2017 and sure to be lower in 2018. The waitlist for housing overall for Grey County is over 800 residents with Durham currently having 89 people on the waitlist for a one bedroom apartment. There is a significant need for affordable housing.

Several other Counties and Municipalities has adopted policies to assist with development charges on affordable housing, all noting that it is a significant need in their communities. Some notable municipalities and counties that have done this include:

- Grey County has awarded a grant-in-lieu equal to the cost of the development charges on past affordable housing projects.
- Essex County has waived all development charges for affordable housing.
  
  http://www.iheartradio.ca/am800/news/essex-to-waive-development-fees-on-affordable-housing-projects-1_3866695
- Waterloo has waived development fees for affordable units being built.
  
- Cambridge has included affordable housing in its Community Improvement Plan with significant incentives for building affordable units regarding planning and development fees.

Non-profit organizations are responsible for the majority of affordable housing projects. There simply is not enough construction and expansion in the non-profit sector to keep up with the demand for affordable housing. It is important for municipalities to provide support when the private sector wants to contribute.
How this meets West Grey’s objectives:

This request by us is in line with several of the councilor’s beliefs, the past actions of the Town of Durham and the West Grey official plan.

- During the electoral debate that occurred in September and October 2018, several of the councilors made it a campaign promise and noted the need for the Municipality to ensure that there is adequate affordable housing in West Grey. During multiple debate, questions arose about affordable housing and every councilor candidate stated that we as a municipality needs to make housing affordable and looks for ways to add to the affordable housing pool.
- The last affordable housing build in West Grey was done in 1992 at 329 Garafraxa St N by Garafraxa Non-Profit Homes Inc. It is been 26 years since West Grey has added to their pool of affordable housing.
- The original development charge By-Law passed in 1992 (#92-22) exempted Durham and Grey County from Development charges. I would assume that this exempted the most recent affordable housing build in 1992 from development charges.
- The West Grey Official Plan specifically addresses affordable housing. Here are the relevant excerpts from the Official Plan:
  o Goal - D2.1.1 This Official plan shall strive to provide an ample supply of affordable and desirable residential dwelling types and densities for the present and future residents of Durham and Neustadt.
  o D2.4.7 The Municipality shall strive to improve access to housing for people with special needs, including assisted housing for low-income households, seniors housing and housing for persons with disabilities, etc. The Municipality may support appropriate applications and proposals for special needs housing.
  o D2.4.8 The Municipality shall encourage new residential housing, both rental and ownership, to be affordable.
  o D2.4.9 The Municipality may consider a request for a grant in lieu of residential development charges, planning fees and building permit fees for a new affordable housing development in return for a commitment by the developer to meet specified affordability targets.
  o D2.4.10 The Municipality shall promote, and where possible, assist in the administration of County, Provincial and Federal housing programs.
  o D2.4.11 In an attempt to assist in meeting the density target and to promote special needs housing, rental and affordability, the Municipality may support a variety of zoning standards and subdivision design standards, where appropriate. Reduced urban development standards such as narrower road allowances, smaller lot areas and frontages, reduced yard requirements and increase lot coverage may be considered in new areas of development on a case by case basis and where deemed appropriate, or in areas of existing development which require unique development standards

The proposed project meets several criteria on the West Grey Official Plan. We ask that you follow the lead of Grey County and support this affordable development project by assisting the project with a grant-in-lieu equal to the development charges for the project.

We hope that implementing a policy to assist with affordable housing projects will spur an increase interest from the private sector to invest in these types of projects so that the waiting list for affordable housing can be eliminated.
Financial Impact of West Grey:

Option 1: To award a grant in equal amount to development charges for affordable housing builds. The developer pays the development charges, and then West Grey pays the developer a grant in equal value. The current development charges for residential units in West Grey is $3,250. We are proposing 11 affordable units. Therefore a total grant for $35,750. This cost to West Grey would be offset by an increase in there development charges reserve fund. Net financial impact is zero.

Option 2: Waive development charges on affordable housing builds. No development charges to developers on affordable housing builds, therefore no grants awarded to developers by West Grey. Net financial impact is zero.

Use of Grant:

We are going ahead with this project no matter what. What this grant will do is change what we spend our money on. If the grant is awarded to us, we can add more features to the building designed to reduce energy costs, such as LED lighting throughout the building and a higher insulated building envelope. As part of the agreement with the IAH, tenants are required to pay their own hydro. We want to include more energy efficient technology to reduce hydro costs and our energy footprint; however, we are working with a fixed budget from the Ministry of Housing. We are hoping that with more efficient hydro and heating equipment, the tenant’s monthly bill with be reduced.

The Ministry understands that these projects simply are not feasible without significant grant money to assist with the capital costs of the builds. Without assistance from all levels of government, there simply is not enough rental income to cover the operating costs of the project as well as put away a sufficient amount of money into a capital reserve fund for future capital repairs.

We ask you to consider everything discussed above in assisting with our affordable housing project. We would be more than happy to explain our project in more detail as well as listen to other options or requests you may have to better address the needs of the residents of West Grey.

Sincerely,

Jason Tremble
President
1993934 Ontario Inc.
519-369-7608

Kevin Tremble
Vice-President
1993934 Ontario Inc.
519-369-4736
Committee Report

To: Warden Halliday and Members of Grey County Council

Committee Date: November 22, 2018

Subject / Report No: HDR-CW-22-18

Title: Agreement for Investment in Affordable Housing Funding-Trembles

Prepared by: Anne Marie Shaw, Director of Housing

Reviewed by: Kim Wingrove

Lower Tier(s) Affected: West Grey

Status: Recommendation adopted by the Committee as presented per Resolution CW290-18;

Recommendation

1. That Report HDR-CW-22-18 regarding funding for affordable housing in West Grey be received; and

2. That the Warden and Clerk be authorized to enter into a Contribution Agreement with 1993934 Ontario Inc. (Kevin and Jason Tremble) for the funds available in 2018 and 2019 through the Investment in Affordable Housing Program Rental Build Program.

Executive Summary

In 2016 the County received $2,550,000 in funding from the Investment in Affordable Housing (IAH) Program for years 2016-2019. The Rental Build Program, one of the programs in the IAH. The recent award of RFP-HOU-17-18 to Kevin and Jason Tremble to build affordable housing qualifies for the remaining IAH Rental Build Program funding. A total of $900,000 is available; $510,940 in 2018 and $389,060 in 2019.

This report requests approval for the County of Grey to enter into an agreement with 1993934 Ontario Inc. (Kevin and Jason Tremble) for $900,000 to build affordable housing in West Grey.

Background and Discussion

The Rental Housing Program component of the Investment in Affordable Housing Program provides funding to increase the supply of rental housing by providing funding to eligible projects for construction of safe, adequate and affordable rental housing. Kevin and Jason Tremble’s (1993934 Ontario Inc.) proposed build in Durham of 14 one bedroom units, 11 of which are
affordable meets the eligibility for the Rental Build Program. The RFP-HOU-17-18 was awarded at the November 8, 2018 Committee of the Whole meeting to Kevin and Jason Tremble.

There is $900,000 in funding available through the Investment in Affordable Housing Program; $510,940 in 2018 and $389,060 in 2019. This report requests approval for Grey County to enter into two agreements for the IAH funding. The first agreement needs to be signed by the end of December 2018 and the second agreement will be signed in April 2019 at the beginning of the 2019 funding year.

Legal and Legislated Requirements

Grey County is required to enter into a Contribution Agreement with 1993934 Ontario Inc. (Kevin and Jason Tremble) in order to flow the funds to them for the affordable housing build.

Financial and Resource Implications

The funding is 100% provincial dollars.

Relevant Consultation

☐ Internal:
☐ External:

Appendices and Attachments

Contribution Agreement
Property Description

The Committee of the Whole will be considering the private sale of Part of Park Lot 8 North of Chester Street West Plan 500 Durham as in GS38555 except R443637, Geographic Township of Bentinck, Municipality of West Grey (Twin Pines) to Kevin and Jason Tremble on November 8, 2018 at 9:30 at its regular meeting in Council Chambers, Grey County Administration Building.

Pending the outcome of this meeting, a by-law to authorize the sale of the above-noted property will be brought forward for Council’s consideration at the November 22, 2018 session of Grey County Council.

Those wishing to submit comments must do so in writing to Heather Morrison, County Clerk at heather.morrison@grey.ca or to the County of Grey, Clerk’s Department, 595 9th Ave. E., Owen Sound, ON no later than 12:00 noon on Wednesday November 7, 2018.
Date: December 17, 2018.

Approval of Voucher No. 22-2018 in the amount of $3,493,137.06.

FTR#1 Recommendation: That Council approves Voucher No. 22-2018.

Council Technology Review
At the Dec. 10th Committee of the Whole meeting the following recommendation was made regarding Council Technology.

FTR#2 Recommendation: Committee of the Whole hereby recommends Council approves the purchase of laptops and payment of monthly security fees, with licenses not included, for those Council members who choose to use laptops, and iPads to be returned by those Council members choosing laptops.

Committee of the Whole Budget Meeting Dates
Staff has been working to prepare the preliminary 2019 budget for presentation and review by Council. At this time it is hoped to schedule Committee of the Whole Budget meeting(s) for 2019.

FTR#3 Recommendation: Seeking direction for meeting date(s).

Respectfully submitted:
Kerri Mighton
Director of Finance/Treasurer

West Grey 2020 Action Plan
Decisions respecting this report should support the following Strategic Priorities and Goals identified in the approved West Grey 2020 Action Plan:

Strategic Priorities
1. Ensure the Financial Sustainability of the Municipality.
2. Pursue Economic Development in West Grey.
3. Enhance Efforts to Inform and Communicate.
Municipality of West Grey
Council Report
#TR 12-17-2018

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<td>Department Total #23-2018</td>
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| Payroll#23: Nov.4-17/18       | $109,022.55   |
| Payroll#24: Nov.18-Dec.1/18   | $119,065.90   |

| OMERS–Employer portion: Nov.  | $48,736.07    |

| Total Voucher #22/2018        | $3,493,137.06 |
Department Total #22-2018 $539,749.44
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- DEPARTMENT 1000: 6,707.86
- DEPARTMENT 1005: 10,446.36
- DEPARTMENT 1400: 6,707.86

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- Corporate Costs
- Fire Durham
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## MUNICIPALITY OF WEST GREY

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**Department Totals:** 2,586.77


**Department Totals:** 20,400.76

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| **WSP00001** | WSP CANADA INC | WG Nby OSIMS services to Nov. 3 | 790070 | 1-5-5010-0100 | A | Bridges & Culverts Maintenance | 370 | 27-Nov-2018 | 27-Nov-2018 | 4,150.63 |

**Department Totals:** 10,182.01

| **GRO00008** | 2357801ONT INC | Neust.'E' grass cut - October | 1-5-5015-0100 | B1 | Roadside Maintenance | 370 | 26-Nov-2018 | 28-Nov-2018 | 67.80 |
| **MCG5155** | Road levelers & plastic grate lid | 123200 | 1-5-5015-0100 | B4 | Roadside Maintenance | 370 | 26-Nov-2018 | 28-Nov-2018 | 77.53 |
**MUNICIPALITY OF WEST GREY**

**Council/Board Report By Dept-(Computer)**

**AP5130**

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**Time:** 6:18 pm

**Cheque Print Date:** 01-Oct-2018  
**To:** 28-Nov-2018

**Bank:** 1  
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**Department Totals:** 1,249.91

**Department Totals:** 11,583.68
### MUNICIPALITY OF WEST GREY

#### Council/Board Report By Dept-(Computer)

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**Batch:** 370 To 370  
**Department:** All

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**Department Totals:** 9,943.92
### Council/Board Report By Dept-(Computer)

**MUNICIPALITY OF WEST GREY**

**Date:** Nov 28, 2018  **Time:** 1:48 pm

**Vendor:** @TH00001 To ZZZ91192  **Batch:** 370 To 370  **Department:** All

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### Department Totals: 15,474.45

**DEPARTMENT 5700**  **Water Neustadt**

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**GRO00008**

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<td>1-5-5700-3011</td>
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### MUNICIPALITY OF WEST GREY

**Council/Board Report By Dept-(Computer)**

**Vendor:** @TH00001 To ZZZ91192

**Batch:** 370 To 370

**Department:** All

**Date:** Nov 28, 2018

**Time:** 1:48 pm

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**Department Totals:** 855.56

**Department:** All

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### DEPARTMENT 5720

**Vendor:** CARSON SUPPLY

**Description:** Full face gasket, bolts, hexnuts, etc

**Batch Invc Date:** 370 27-Nov-2018

**Invc Due Date:** 27-Nov-2018

**Amount:** 101.21

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### DEPARTMENT 5720

**Vendor:** S & E LAWN CARE & SNOW REMOVAL LTD

**Description:** Durham ‘A’ grass cut Oct. 17

**Batch Invc Date:** 370 26-Nov-2018

**Invc Due Date:** 28-Nov-2018

**Amount:** 22.60

---

### DEPARTMENT 5730

**Vendor:** HOLST OFFICE PRO.

**Description:** Printer cartridge, copier paper, batteries, etc

**Batch Invc Date:** 370 26-Nov-2018

**Invc Due Date:** 28-Nov-2018

**Amount:** 65.62

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### DEPARTMENT 5730

**Vendor:** S & E LAWN CARE & SNOW REMOVAL LTD

**Description:** Durham ‘A’ grass cut Oct. 17

**Batch Invc Date:** 370 26-Nov-2018

**Invc Due Date:** 28-Nov-2018

**Amount:** 50.65

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### DEPARTMENT 6000

**Vendor:** SPARLING'S PROPANE CO. LTD.

**Description:** Propane delivery Nov. 13 @ D.Swg.Plant

**Batch Invc Date:** 370 26-Nov-2018

**Invc Due Date:** 28-Nov-2018

**Amount:** 95.24

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**Department Totals:** 211.71
## MUNICIPALITY OF WEST GREY
### Council/Board Report By Dept-(Computer)

**Vendor:** @TH00001 To ZZZ91192  
**Batch:** 370 To 370  
**Department:** All

**Date:** Nov 28, 2018  
**Page:** 10  
**Time:** 1:48 pm

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<td><strong>DEPARTMENT 6500</strong> Health Services</td>
<td>SK100001 SMART WORKPLACE INC</td>
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**Total** | **1,162.72** |

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**Department Totals:** 3,587.09

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**Department Totals:** 24.86

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**Department Totals:** 24.86
### MUNICIPALITY OF WEST GREY

**Council/Board Report By Dept-(Computer)**

**Vendor:** @TH00001 To ZZZ91192  
**Batch:** 370 To 370  
**Department:** All

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#### SUN03093  SUN LIFE ASSURANCE CO.CANADA

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**Department Totals:** 531.95

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#### DEPARTMENT 7600  Recreation Neustadt Comm Hall

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#### CUL20210  CULLITON TOM

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#### SPA19370  SPARLING'S PROPANE CO. LTD.

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**Department Totals:** 1,373.27

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#### BEL00004  BELL CREEK PEST CONTROL

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**Department Totals:** 121.37

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**Department Totals:** 28.25

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DEPARTMENT 8110 Recreation Neustadt Park

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### MUNICIPALITY OF WEST GREY

**Council/Board Report By Dept-(Computer)**

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**Batch:** 370 To 370  
**Department:** All  

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**DEPARTMENT 8705**  
Library  
DEC 2018  
A Empl.Life, Dep.Life, STD, LTD - December  
1-5-8705-1013  
Library Life Insurance  
370 28-Nov-2018  
28-Nov-2018  
163.62  

**Department Totals:**  
666.16

**DEPARTMENT 9000**  
Planning & Development  
AGD000001  
AGDRAIN INC  
617658  
Tile investigation work for 'Schenk Municipal Drain'  
1-5-9000-5000  
Municipal Drain Expense  
370 27-Nov-2018  
27-Nov-2018  
1,362.92  

**TOW20009**  
TOWN OF HANOVER  
198742  
SE By-Pass Traffic Study (50% Paradigm Inv#001337)  
1-5-9000-2077  
planning/Development Environmental  
370 26-Nov-2018  
28-Nov-2018  
3,178.49  

**Department Totals:**  
4,541.41

**DEPARTMENT 9015**  
Economic Development  
DUR04192  
DURHAM ART GALLERY  
NOV. 26/18  
2018 Grant - Durham Art Gallery  
1-5-9015-2040  
Econ Develop Initiatives  
370 27-Nov-2018  
27-Nov-2018  
5,000.00  

**DEPARTMENT 9514**  
Fire Durham Capital Expense  
M&13019  
M & L SUPPLY  
152766  
Khaki bunkersuit  
1-5-9514-3000  
Fire Durham  
370 27-Nov-2018  
27-Nov-2018  
2,328.20  

**DEPARTMENT 9515**  
Fire Normanby Capital Expense  
SAN19017  
SANDY HAMILTON PLUMBING & HEATING INC  
13874  
AYT FIF Supply/install REZNOR UDAS250 propane unit heat & remove 2 electric heater units  
1-5-9515-3000  
Fire Normanby Capital Expense  
370 27-Nov-2018  
27-Nov-2018  
11,488.71  

**DEPARTMENT 9516**  
Fire Neustadt Capital Expense  
M&13019  
M & L SUPPLY  
152848  
Black Eagle Safety 55 mid side zip boot  
1-5-9516-3000  
Fire Neustadt Capital Expense  
370 27-Nov-2018  
27-Nov-2018  
333.50  

**M&13019**  
M & L SUPPLY  
152871  
Fire Eagle Men's 11" leather boot  
1-5-9516-3000  
Fire Neustadt Capital Expense  
370 27-Nov-2018  
27-Nov-2018  
555.10  

**Department Totals:**  
888.60

**DEPARTMENT 9550**  
Roads Capital Expense  
HAR08047  
HAROLD SUTHERLAND CONSTRUCTION LTD  
AG0039134  
Oct. 1-5 7/8" crushed 1639.05 tonne  
1-5-9550-3000  
R81-17  
Roads Capital Expense  
370 26-Nov-2018  
26-Nov-2018  
9,220.44  

**AG0039340**  
Sept. 20 7/8"crushed 177.16 tonne  
370 26-Nov-2018  
26-Nov-2018  
922.04
### DEPARTMENT 9550

**Roads Capital Expense**

- **1-5-9550-3000 RB1-17**
  - Roads Capital Expense
  - Batch: 370
  - Invc Date: 26-Nov-2018
  - Due Date: 28-Nov-2018
  - Amount: 1,191.16

- **AG00039517 Oct. 24 7/8" crushed**
  - 97.12 tonne
  - Roads Capital Expense
  - Batch: 370
  - Invc Date: 26-Nov-2018
  - Due Date: 28-Nov-2018
  - Amount: 699.10

- **AG00039748 Oct.29-30 7/8" crushed**
  - 577.99 tonne
  - Roads Capital Expense
  - Batch: 370
  - Invc Date: 26-Nov-2018
  - Due Date: 28-Nov-2018
  - Amount: 3,886.17

- **JA10034 J.A.PORTER HOLDINGS(LUCKNOW)LTD**
  - Catch basins, frame and grates (@D.Furniture)
  - Batch: 370
  - Invc Date: 26-Nov-2018
  - Due Date: 28-Nov-2018
  - Amount: 4,823.83

- **132573 RD5-17**
  - Roads Capital Expense
  - Batch: 370
  - Invc Date: 26-Nov-2018
  - Due Date: 28-Nov-2018
  - Amount: 1,439.25

- **132576 RD6-17**
  - HDPE smoothwall gasketed (@D.Furniture)
  - Batch: 370
  - Invc Date: 26-Nov-2018
  - Due Date: 28-Nov-2018
  - Amount: 360.19

### DEPARTMENT 9557

**Water/Sewer Neustadt Capital Expense**

- **EVA05004 EVANS UTILITY & MUNICIPAL**
  - 120 water meters for Neust.Wtr
  - Water Neustadt Capital Expense
  - Batch: 370
  - Invc Date: 26-Nov-2018
  - Due Date: 28-Nov-2018
  - Amount: 45,426.00

- **156732**
  - Brz prsr union, meter tail, seal pin for Neust.Wtr.
  - Water Neustadt Capital Expense
  - Batch: 370
  - Invc Date: 26-Nov-2018
  - Due Date: 28-Nov-2018
  - Amount: 1,498.41

### DEPARTMENT 9558

**Water/Sewer Durham Capital Expense**

- **WSP00001 WSP CANADA INC**
  - Durham UV services - Oct.
  - Sewer Durham Capital Expense
  - Batch: 370
  - Invc Date: 27-Nov-2018
  - Due Date: 27-Nov-2018
  - Amount: 1,044.40

---

**Department Totals:**

- **157,408.54**
**MUNICIPALITY OF WEST GREY**

**Council/Board Report By Dept-(Computer)**

**Vendor:** @TH00001 To ZZZ91192  
**Batch:** 370 To 370  
**Department:** All

### DEPARTMENT 9558
Water/Sewer Durham Capital Expense

<table>
<thead>
<tr>
<th>Vendor Code</th>
<th>Vendor Name</th>
<th>Invoice No.</th>
<th>Description</th>
<th>Batch Inv Date</th>
<th>Invc Due Date</th>
<th>Amount</th>
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<tr>
<td>@TH00001</td>
<td>BELL CANADA</td>
<td>369-2200</td>
<td>NOV. Office phone to Nov. 24</td>
<td>370 15-Nov-2018</td>
<td>15-Nov-2018</td>
<td>488.06</td>
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<tr>
<td>HYD15021</td>
<td>HYDRO ONE NETWORKS INC.</td>
<td>402813 NOV. 2</td>
<td>Office hydro to Oct. 19</td>
<td>370 21-Nov-2018</td>
<td>21-Nov-2018</td>
<td>923.07</td>
</tr>
<tr>
<td>TEL20013</td>
<td>TELUS INTEGRATED COMMUNICATION</td>
<td>402813 LT NO.</td>
<td>Office sentinel light to Oct. 18</td>
<td>370 21-Nov-2018</td>
<td>21-Nov-2018</td>
<td>64.05</td>
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**Department Totals:** $1,044.40

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**MUNICIPALITY OF WEST GREY**

**Council/Board Report By Dept-(EFT)**

**Vendor:** @TH00001 To ZZZ91192  
**Batch:** 370 To 370  
**Department:** All

### DEPARTMENT 9572
Rec Durham Arena Capital Expense

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<tr>
<td>124615</td>
<td>HENDERSON RECREATION EQUIPMENT</td>
<td>1-5-9572-3000</td>
<td>Diamond B Playground Equipment @ Durham</td>
<td>370 27-Nov-2018</td>
<td>27-Nov-2018</td>
<td>17,768.12</td>
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**Department Totals:** $17,768.12

**Computer Paid Total:** $401,083.05

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**DEPARTMENT 1000** Administration

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<tbody>
<tr>
<td>BEL02085</td>
<td>BELL MOBILITY</td>
<td>63830 NOV. 21</td>
<td>To Nov. 24th : Cell phones, tablet</td>
<td>370 21-Nov-2018</td>
<td>21-Nov-2018</td>
<td>145.76</td>
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<tr>
<td>HYD15021</td>
<td>HYDRO ONE NETWORKS INC.</td>
<td>402813 NOV. 2</td>
<td>Office hydro to Oct. 19</td>
<td>370 21-Nov-2018</td>
<td>21-Nov-2018</td>
<td>923.07</td>
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<tr>
<td>402813 LT NO.</td>
<td>Office sentinel light to Oct. 18</td>
<td>1-5-1000-2016</td>
<td>Administration Utilities</td>
<td>370 21-Nov-2018</td>
<td>21-Nov-2018</td>
<td>64.05</td>
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**Department Totals:** $6,415.96

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**DEPARTMENT 1005** Corporate Costs

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<th>Vendor Name</th>
<th>Invoice No.</th>
<th>Description</th>
<th>Batch Inv Date</th>
<th>Invc Due Date</th>
<th>Amount</th>
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<tr>
<td>BEL02085</td>
<td>BELL MOBILITY</td>
<td>63830 NOV. 21</td>
<td>To Nov. 24th : Cell phones, tablet</td>
<td>370 21-Nov-2018</td>
<td>21-Nov-2018</td>
<td>145.76</td>
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<tr>
<td>HYD15021</td>
<td>HYDRO ONE NETWORKS INC.</td>
<td>402813 NOV. 2</td>
<td>Office hydro to Oct. 19</td>
<td>370 21-Nov-2018</td>
<td>21-Nov-2018</td>
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<tr>
<td>402813 LT NO.</td>
<td>Office sentinel light to Oct. 18</td>
<td>1-5-1000-2016</td>
<td>Administration Utilities</td>
<td>370 21-Nov-2018</td>
<td>21-Nov-2018</td>
<td>64.05</td>
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**Department Totals:** $6,415.96
### DEPARTMENT 1005
**Corporate Costs**

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<tr>
<th>Vendor Code</th>
<th>Vendor Name</th>
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<th>Batch</th>
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<tr>
<td>HYD15021</td>
<td>HYDRO ONE NETWORKS INC.</td>
<td>172 SOUTH NC 172 South Str E hydro to Oct. 25</td>
<td>Corporate Costs Utilities</td>
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<td>21-Nov-2018</td>
<td>21-Nov-2018</td>
<td>75.19</td>
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<td>240 GARAF NO 240 Garafraxa St N hydro to Nov. 10</td>
<td>Corporate Costs Utilities</td>
<td>370</td>
<td>21-Nov-2018</td>
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<td>UNI21001</td>
<td>UNION GAS LIMITED</td>
<td>240 GARAF NO 240 Garafraxa St N heat to Nov. 8</td>
<td>Corporate Costs Utilities</td>
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**Department Totals:** 182.22

### DEPARTMENT 1400
**Fire Durham**

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<td>BEL02078</td>
<td>BELL CANADA</td>
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<td>Fire Durham Telephone/Fax/Internet</td>
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<td>83.23</td>
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<td>369-2505 NOV. D.Fire stn phone to Nov. 24</td>
<td>Fire Durham Telephone/Fax/Internet</td>
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<td>15-Nov-2018</td>
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<td>EAS00005</td>
<td>EASTLINK</td>
<td>7013849</td>
<td>Fire internet to Dec. 18</td>
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<td>179 GEO A NO Fire chief office hydro to Oct. 25</td>
<td>Fire Durham Utilities</td>
<td>370</td>
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<td>UNION GAS LIMITED</td>
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<td>Fire Durham Utilities</td>
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**Department Totals:** 796.86

### DEPARTMENT 1500
**Fire Normanby**

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<td>HYD15021</td>
<td>HYDRO ONE NETWORKS INC.</td>
<td>610 ALF NOV.2 Nby Fire hydro to Oct. 23 @ 610 Alfred St Aytom</td>
<td>Fire Normanby Utilities</td>
<td>370</td>
<td>21-Nov-2018</td>
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<td>194.82</td>
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<td>WIG24010</td>
<td>WIGHTMAN TELECOM LTD.</td>
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<tr>
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<td>BELL MOBILITY</td>
<td>Fire Neustadt Telephone/Fax</td>
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<td>22-Nov-2018</td>
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<td>WESTARIO POWER</td>
<td>Fire Neustadt Utilities</td>
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<td>162.44</td>
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<td>WIGHTMAN TELECOM LTD.</td>
<td>Fire Neustadt Telephone/Fax</td>
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<td>22-Nov-2018</td>
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<td>RECEIVER GENERAL FOR CANADA</td>
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<td>29,372.28</td>
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**WOR24030 WORKPLACE SAFETY INSURANCE BOARD**

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**DEPARTMENT 5045 Overhead**

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<td>PHONE</td>
<td>493870 NOV. 2' Glenl Depot hydro to Oct. 16</td>
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<td>1-2-5045-0100</td>
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<td>1-5-5045-0100 TELUS INTEGRATED COMMUNICATION</td>
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<td>PHONE</td>
<td>1-5-5045-0100 UNION GAS LIMITED</td>
<td>370</td>
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<td>21-Nov-2018</td>
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<tr>
<td>1-2-5045-0100</td>
<td>PHONE</td>
<td>451 SADD NOV 451 Saddler St W heat to Nov. 8</td>
<td>370</td>
<td>21-Nov-2018</td>
<td>21-Nov-2018</td>
<td>73.42</td>
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<tr>
<td>1-2-5045-0100</td>
<td>PHONE</td>
<td>WIGHTMAN TELECOM LTD.</td>
<td>370</td>
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<td>21-Nov-2018</td>
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**Department Totals**: 2,499.70
### DEPARTMENT 5055  Equipment

**Vendor Code** 5055  **Department** Equipment  
**Invoice No.** 5055  **Vendor Name** CNH INDUSTRIAL CAPITAL CANADA LTD  
**Description** 5055  **G.L. Account** Equipment (Machinery Operations)  
**Batch** 5055  **Inv No.** 1  
**Due Date** 5055  **Bank** 1  
**Amount** 5055  
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### DEPARTMENT 5340  St Lighting Expense Elmwood

**Vendor Code** 5340  **Department** St Lighting Expense Elmwood  
**Invoice No.** 5340  **Vendor Name** WESTARIO POWER  
**Description** 5340  **G.L. Account** St Lighting Elmwood Utilities  
**Batch** 5340  **Inv No.** 1  
**Due Date** 5340  **Bank** 1  
**Amount** 5340  
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### DEPARTMENT 5350  Street Lighting Durham

**Vendor Code** 5350  **Department** Street Lighting Durham  
**Invoice No.** 5350  **Vendor Name** HYDRO ONE NETWORKS INC.  
**Description** 5350  **G.L. Account** St Lighting Durham Utilities  
**Batch** 5350  **Inv No.** 1  
**Due Date** 5350  **Bank** 1  
**Amount** 5350  
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### DEPARTMENT 5355  Street Lighting Heritage Bridge

**Vendor Code** 5355  **Department** Street Lighting Heritage Bridge  
**Invoice No.** 5355  **Vendor Name** HYDRO ONE NETWORKS INC.  
**Description** 5355  **G.L. Account** St Lighting H.Bridge Utilities  
**Batch** 5355  **Inv No.** 1  
**Due Date** 5355  **Bank** 1  
**Amount** 5355  
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### DEPARTMENT 5370  St Lighting Expense Ayton

**Vendor Code** 5370  **Department** St Lighting Expense Ayton  
**Invoice No.** 5370  **Vendor Name** HYDRO ONE NETWORKS INC.  
**Description** 5370  **G.L. Account** St Lighting Ayton Utilities  
**Batch** 5370  **Inv No.** 1  
**Due Date** 5370  **Bank** 1  
**Amount** 5370  
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### DEPARTMENT 5375  St Lighting Expense Glenelg

**Vendor Code** 5375  **Department** St Lighting Expense Glenelg  
**Invoice No.** 5375  **Vendor Name** HYDRO ONE NETWORKS INC.  
**Description** 5375  **G.L. Account** St Lighting Expense Glenelg  
**Batch** 5375  **Inv No.** 1  
**Due Date** 5375  **Bank** 1  
**Amount** 5375  
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### DEPARTMENT 5380  St Lighting Expense Neustadt

**Vendor Code** 5380  **Department** St Lighting Expense Neustadt  
**Invoice No.** 5380  **Vendor Name** WESTARIO POWER  
**Description** 5380  **G.L. Account** St Lighting Neustadt Utilities  
**Batch** 5380  **Inv No.** 1  
**Due Date** 5380  **Bank** 1  
**Amount** 5380  

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<table>
<thead>
<tr>
<th>Invoice No.</th>
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<tr>
<td>103 GARAF NO</td>
<td>Traffic light hydro to Oct. 25</td>
<td>St Lighting Expense Neustadt</td>
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<td>21-Nov-2018</td>
<td>21-Nov-2018</td>
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<td>181071 NOV.2 Neu. Wtr Well #1</td>
<td>Water Neustadt Utilities</td>
<td>HYD15021 HYDRO ONE NETWORKS INC.</td>
<td>370</td>
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<td>181135 NOV.21 Neu. Wtr Well #2</td>
<td>Water Neustadt Utilities</td>
<td>WES08001 WESTARIO POWER</td>
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<td>799-5316 NOV.</td>
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### MUNICIPALITY OF WEST GREY Council/Board Report By Dept-(EFT)

**Vendor:** @TH00001 To ZZZ91192

**Batch:** 370 To 370

**Department:** All

<table>
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<tbody>
<tr>
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<td>HYDRO ONE NETWORKS INC.</td>
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<td>BELL MOBILITY</td>
<td>HYD15021</td>
<td>HYDRO ONE NETWORKS INC.</td>
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<td>Normanby Arena Telephone/Fax</td>
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<td>WES089001</td>
<td>WESTARIO POWER</td>
<td>300260658</td>
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<td>Neustadt Arena Utilities</td>
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Department Totals: 60.27

Department Totals: 230.52

Department Totals: 36.02

Department Totals: 352.10

Department Totals: 437.99
## Department Totals:

**DEPARTMENT 7200**
- Recreation Durham Arena
  - **BEL02085** BELL MOBILITY
    - Item: Cell phones, Rec Durham Arena Telephone & Fax
      - Amount: $48.32
  - **UNI21001** UNION GAS LIMITED
    - Item: Durham Arena Union Gas
      - Amount: $644.05

**Department Totals:** $702.37

**DEPARTMENT 7210**
- Recreation Durham Arena Hall
  - **UNI21001** UNION GAS LIMITED
    - Item: Durham Arena Hall Union Gas
      - Amount: $71.56

**Department Totals:** $71.56

**DEPARTMENT 7220**
- Durham Summer Programs
  - **HYD15021** HYDRO ONE NETWORKS INC.
    - Item: Durham Ball Park Utilities
      - Amount: $51.10

**Department Totals:** $51.10

**DEPARTMENT 7400**
- Recreation West Grey
  - **BEL02085** BELL MOBILITY
    - Item: Rec West Grey - Telephone
      - Amount: $65.84

**Department Totals:** $65.84

**DEPARTMENT 7500**
- Recreation Normanby Cen Hall
  - **HYD15021** HYDRO ONE NETWORKS INC.
    - Item: Rec Nor Cen Hall Utilities
      - Amount: $45.46
    - Item: Rec Nor Cen Hall Utilities
      - Amount: $113.63

**Department Totals:** $159.09

**DEPARTMENT 7600**
- Recreation Neustadt Comm Hall
  - **WES06001** WESTARIO POWER
    - Item: Neu. Ball diamond hydro - Oct
      - Amount: $34.02
    - Item: Neu. Pic Shel/Ground/Ball D
      - Amount: $227.96

**Department Totals:** $261.98

**DEPARTMENT 7700**
- Recreation Durham Town Hall
  - **BEL02078** BELL CANADA
    - Item: Rec Durh Town Hall Telephone/Fax
      - Amount: $85.87
# MUNICIPALITY OF WEST GREY
## Council/Board Report By Dept-(EFT)

**Vendor:** @TH00001 To ZZZ91192  
**Batch:** 370 To 370  
**Department:** All  
**Date:** Nov 28, 2018  
**Time:** 1:48pm  
**EFT Paid Date:** 01-Oct-2018 To 28-Nov-2018  
**Bank:** 1 To 1  
**Class:** All

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<th>Vendor Name</th>
<th>Description</th>
<th>Batch</th>
<th>Invc Date</th>
<th>Invc Due Date</th>
<th>Amount</th>
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<tbody>
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<td>HYD15021</td>
<td>HYDRO ONE NETWORKS INC</td>
<td>Twn Hall hydro to Oct. 25</td>
<td>370</td>
<td>21-Nov-2018</td>
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<td>21-Nov-2018</td>
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<td>UNION GAS LIMITED</td>
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**Department Totals:** 327.93

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<td>HYDRO ONE NETWORKS INC</td>
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**Department Totals:** 35.12

**Department Totals:** 37.77

**EFT Paid Total:** 138,666.39

**Total Unpaid for Approval:** 0.00  
**Total Manually Paid for Approval:** 0.00  
**Total Computer Paid for Approval:** $401,083.05  
**Total EFT Paid for Approval:** $138,666.39  
**Grand Total ITEMS for Approval:** $539,749.44
Department Total #23-2018 $2,676,563.10
### Council/Board Report By Dept (Unpaid)

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**Batch:** 392 To 392  
**Department:** All

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<td>Reimburse for napkins/decorations from Crazy Dollar Nov. 28th</td>
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### Department Total:
832.66
### MUNICIPALITY OF WEST GREY

**Council/Board Report By Dept-(Unpaid)**

**Vendor:** @TH00001 To ZZZ91192  
**Batch:** 392 To 392  
**Department:** All

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<th>Vendor Name</th>
<th>Invoice #</th>
<th>Invoice Description</th>
<th>G.L. Account</th>
<th>CC1</th>
<th>CC2</th>
<th>CC3</th>
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**Department Total:** 2,748.90
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Department Total: 119.50

**DEPARTMENT 5015** Roadside Maintenance

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### MUNICIPALITY OF WEST GREY
### Council/Board Report By Dept (Unpaid)

#### DEC. 4/18

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**Date:** Dec 12, 2018
**Time:** 1:36 pm
**Cash Requirement Date:** 17-Dec-2018
**Bank:** 1 To 1
**Class:** All
## MUNICIPALITY OF WEST GREY

### Council/Board Report By Dept-(Unpaid)

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**Batch:** 392 To 392  
**Department:** All

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| | | | VEO00001 | VEOLIA WATER | 90174328 | 1-5-5720-2198 | November Water & Sewer services + Oct. 1st call-in @ D.Wtr | Water Durham Contract Payments | 392 | 11-Dec-2018 | 17-Dec-2018 | 84.75 |
| | | | | | | | | | | | **Department Total:** | **9,368.80** |

<p>| DEPARTMENT 5730 | Sewer Durham | 82215006 | FOSTER SERVICE / 822498 ONTARI | 18-0151 | 1-5-5730-2010 | Vacuum sewage pump / Hydrovac services November | Sewer Material &amp; Supplies Durham | 392 | 11-Dec-2018 | 17-Dec-2018 | 395.50 |
| | | | HET08042 | HETEK SOLUTIONS INC | 30396 | 1-5-5730-2010 | Calibration of equipment | Sewer Material &amp; Supplies Durham | 392 | 11-Dec-2018 | 17-Dec-2018 | 742.34 |
| | | | HOL08022 | HOLST OFFICE PRO. | F5058 | 1-5-5730-2010 | Printer cartridges | Sewer Material &amp; Supplies Durham | 392 | 11-Dec-2018 | 17-Dec-2018 | 163.16 |
| | | | LYS0001 | LYSTEK INTERNATIONAL INC | 184-41 | 1-5-5730-3060 | November liquid biosolids processing | Sewer Durham Sludge Storage/Haulage | 392 | 11-Dec-2018 | 17-Dec-2018 | 3,192.32 |
| | | | VEO00001 | VEOLIA WATER | 90174328 | 1-5-5730-2198 | November Water &amp; Sewer services | Sewer Durham Contract Payments | 392 | 11-Dec-2018 | 17-Dec-2018 | 17,467.54 |
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**Department Total:**
### MUNICIPALITY OF WEST GREY

**Council/Board Report By Dept-(Unpaid)**

**Vendor:** @TH00001 To ZZZ91192  
**Batch:** 392 To 392  
**Department:** All

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<th>Batch</th>
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Landfill Durham  
**Department Total:** | 3,786.47 |
| **DEPARTMENT 6200**  
Transit/Parking  
**Department Total:** | 126.56 |
| **DEPARTMENT 7000**  
Recreation Neustadt Arena  
**Department Total:** | 771.97 |
| **DEPARTMENT 7200**  
Recreation Durham Arena  
**Department Total:** | 958.83 |

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**Vendor:** Batch: 1 To 1  
**Class:** All

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**CC2:**s:  
**CC3:**s:  
**GL Account Name:**s:  
**Batch:**s:  
**Inv Date:**s:  
**Inv Due Date:**s:  
**Amount:**s:

**DEPARTMENT 6030**  
Landfill Durham  
**Department Total:** | 3,786.47 |
| **DEPARTMENT 6200**  
Transit/Parking  
**Department Total:** | 126.56 |
| **DEPARTMENT 7000**  
Recreation Neustadt Arena  
**Department Total:** | 771.97 |
| **DEPARTMENT 7200**  
Recreation Durham Arena  
**Department Total:** | 958.83 |
Council/Board Report By Dept-(Unpaid)

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**Total Amount:** 2,279.59

**Department:** Recreation Durham Arena

**Department Total:** 2,279.59

**Department:** Recreation West Grey

**Department Total:** 702.75

**Department:** Recreation Normanby Cen Hall

**Department Total:** 1,312.97
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Department Total: 79,624.58
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### Council/Board Report By Dept-(Unpaid)

**Vendor:** @TH00001 To ZZZ91192  
**Batch:** 392 To 392  
**Department:** All

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**Unpaid Total:** 409,539.71
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Department Totals: 604.26

Department Totals: 1,368,297.25

Department Totals: 758,255.48

Department Totals: 87,345.19
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Computer Paid Total: 2,224,098.28
### MUNICIPALITY OF WEST GREY

**Council/Board Report By Dept-(EFT)**

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- **Batch**: 392 To 392
- **Department**: All

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**Vendor**: BELL MOBILITY

**Vendor Code**: BEL02085

**Description**: 63830 DEC.7/11 Services to Dec. 24th: cell phones /

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**Department Totals**: 21.19

**Vendor**: BELL MOBILITY

**Vendor Code**: BEL02085

**Description**: 63830 DEC.7/11 Services to Dec. 24th: cell phones /

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**Department Totals**: 11,763.71

**Vendor**: BELL CANADA

**Vendor Code**: BEL02078

**Description**: 665-7523 DEC.: Nby/Neust Arena long distant calls / service to Dec. 18

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**Vendor**: HYDRO ONE NETWORKS INC.

**Vendor Code**: HYD15021

**Description**: 112102 DEC.7: Nby Arena hydro to Nov. 1

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**Department Totals**: 11,763.71

**Vendor**: BELL CANADA

**Vendor Code**: BEL02078

**Description**: 665-7523 DEC.: Nby/Neust Arena long distant calls / service to Dec. 18

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**Department Totals**: 5.69

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**Vendor Code**: HYD15021

**Description**: 451 SADD DEC Durh. Arena / Hall hydro to Oct. 30

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**Department Totals**: 9,870.89

**Vendor**: HYDRO ONE NETWORKS INC.

**Vendor Code**: HYD15021

**Description**: 451 SADD DEC Durh. Arena / Hall hydro to Oct. 30

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**Department Totals**: 9,870.89

**Vendor**: HYDRO ONE NETWORKS INC.

**Vendor Code**: HYD15021

**Description**: 451 SADD DEC Durh. Arena / Hall hydro to Oct. 30

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**Department Totals**: 9,870.89

**Vendor**: HYDRO ONE NETWORKS INC.

**Vendor Code**: HYD15021

**Description**: 451 SADD DEC Durh. Arena / Hall hydro to Oct. 30

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**EFT Paid Total :** 42,925.11

| Total Unpaid for Approval : | 409,539.71 |
| Total Manually Paid for Approval : | 0.00 |
| Total Computer Paid for Approval : | 2,224,098.28 |
| Total EFT Paid for Approval : | 42,925.11 |
| Grand Total ITEMS for Approval : | 2,676,563.10 |
Recommendation

THAT Report PW #18-20, part 1 be received; and

THAT Council approves entering into the Sunvale Subdivision Pre Servicing Agreement and that the Developer provides the Municipality of West Grey 100% Security Deposit of the Engineers Estimate stated in Schedule C of the Agreement.

AND THAT By-Law #108-2018 be forwarded for all three readings

Executive Summary

The Subdivision Pre Servicing Agreement is precursory to the large scale Phases that are proposed for the new development. The work being completed under the Pre Servicing Agreement does not require connection to any of West Grey Infrastructure but allows the Developer the opportunity to complete drainage works that would otherwise delay starting the first phase of development in the spring of 2019.

Background and Discussion

Sunvale Developments have completed the legal processes required to provide new residential Development at the north east quadrant of Durham serviced off of Durham Road East and Jackson Street. Entering into a Pre Servicing Agreement allows the Developer to construct the drainage catchments and infrastructure so that installation of new water and sewer infrastructure in the spring won’t be impeded by water. Secondly, doing work over frozen ground provides more stability for the large heavy construction equipment. This will help the developer expedite being able to start building new homes sometime summer of 2019.
Legal and Legislated Requirements

- None

Financial and Resource Implications

- None

Staffing Implications

- None

West Grey 2020 Action Plan

Strategy B.5. Population Growth
We will endeavour to take steps to attract new citizens to West Grey as a community of choice

Consultation

Johnson and Schwass LLP

Next Steps

The Department will require the Clerk and Mayor of West Grey to sign the Agreement in duplicate.

Respectfully submitted:
Brent Glasier, C.E.T.
Director, Infrastructure and Public Works
Council Report

<table>
<thead>
<tr>
<th>Council Date:</th>
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<td>Report No:</td>
<td>PW-18-20, Part 2</td>
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<td>Title:</td>
<td>Request for Winter Maintenance Service in Forest Creek Estates</td>
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<tr>
<td>Prepared by:</td>
<td>Brent Glasier, Director, Infrastructure and Public Works</td>
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<tr>
<td>Reviewed by:</td>
<td>Laura Johnston, CAO</td>
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**Recommendation**

THAT Report PW #18-20 Part 2 be received; and

THAT Council approves entering into the Forest Creek Estates Amended Subdivision Agreement.

**Executive Summary**

Jako Development of Forest Creek Estates is seeking Council’s approval to allow West Grey Public Works to enter into an agreement to provide winter maintenance service to Phase one of the Development. It is the Department’s understanding that this service has never been allowed under previous new development.

**Background and Discussion**

The developers for Forest Creek Estates have requested the Municipality of West Grey Council to consider allowing the Municipality of West Grey to conduct winter maintenance activities for phase one of the development. The Developers are prepared to pay West Grey for this service and carry full liability coverage of $5,000,000 and name the Municipality of West Grey as additionally insured party. Their rationale for the request is that there is a resident paying taxes and should be entitled to the service.

**Legal and Legislated Requirements**

- None

**Financial and Resource Implications**
Staffing Implications

- None

West Grey 2020 Action Plan Consultation

- None

Next Steps
The Department will notify the Developer of Council’s Decision

Respectfully submitted:
Brent Glasier, C.E.T.
Director, Infrastructure and Public Works
Council Date: December 17, 2018
Report No: PW-18-20, Part 3
Title: Participation in City of Owen Sound 2019 Household Hazardous Waste Event
Prepared by: Brent Glasier, Director, Infrastructure and Public Works
Reviewed by: Laura Johnston, CAO

Recommendation

THAT Report PW #18-20, Part 3 be received; and

THAT Council approves entering into the City of Owen Sound’s 2019 Household Hazardous Waste Event Agreement.

Executive Summary

The Department has participated in the City of Owen Sound Household Hazardous Waste Events over the past several years as a means of providing West Grey residents the opportunity to dispose of HHW commodities on a more frequent basis. By providing this service we are being good environmental stewards.

Background and Discussion

West Grey has once again been offered the opportunity to join other Grey County Municipalities with the City of Owen Sound as host to eight (8) Household Hazardous Waste Events in 2019. West Grey has supported this opportunity in the past for residents to be able to use these events in an effort to provide residents the opportunity to dispose of household hazardous waste on a more frequent basis. This service cost West Grey $1,700 in 2018.

The Department goal for 2019 is to explore the opportunity that would enable West Grey to look after its own portable HHW trailer that can be rotated between each of the landfill facilities providing West Grey residents an improved service. If West Grey is successful in obtaining a change to the existing Certificates of Approvals from the MECP (formerly MOECC), West Grey will opt out of the annual agreement.
Legal and Legislated Requirements

- None

Financial and Resource Implications

- None

Staffing Implications

- None

West Grey 2020 Action Plan

Strategy A.4 Comprehensive Service Reviews
Waste management – including collection, disposal, recycling and reuse – is a service which touches residents directly and implements the desire of West grey residents to be good stewards of our environment.

Consultation

- None

Next Steps
The Department will have the Clerk and mayor sign the Agreement in duplicate

Respectfully submitted:
Brent Glasier, C.E.T.
Director, Infrastructure and Public Works
Council Report

<table>
<thead>
<tr>
<th>Council Date:</th>
<th>December 17, 2018</th>
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<tr>
<td>Report No:</td>
<td>PRC-12-17-18</td>
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<tr>
<td>Title:</td>
<td>Elmwood Community Centre Joint Recreation Agreement</td>
</tr>
<tr>
<td>Prepared by:</td>
<td>Stephanie Stewart, Manager Community Services</td>
</tr>
<tr>
<td>Reviewed by:</td>
<td>Laura Johnston, CAO</td>
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Recommendation
THAT Report PRC-12-17-18 be received; and

THAT Council approves By-law 136-2018 to enter into an Elmwood Community Centre Joint Recreation Agreement between the Municipality of Brockton and Municipality of West Grey; and

THAT staff presents the approved agreement to the Elmwood Community Centre Board.

Executive Summary
This agreement was presented on October 29, 2018 to the former West Grey Council. The former Council approved the agreement pending one amendment. The proposed amendment has been made, the Brockton Council and Elmwood Board are in agreement with the amendment.

Background and Discussion
The former Council asked that the following amendment be made;

From: The Municipalities of Brockton and West Grey shall each provide annual operating funds of $15,000 to the Elmwood Community Centre, 50% on January 15th and 50% on August 15th in each year. Annual capital funds of $3500 each are transferred when the Board requests the funds for capital purchases.

a) The operating funds will increase each year by the Ontario Consumer Price Index commencing January 1st, 2019 in accordance with previous October of each year.
b) The capital funds will increase each year by the Ontario Consumer Price Index commencing in 2019 in accordance with previous October of each year.

To: The Municipalities of Brockton and West Grey shall each provide annual operating funds of $15,000 to the Elmwood Community Centre, 50% on January 15th and 50% on August 15th in each year. Annual capital funds of $3500 each are transferred when the Board requests the funds for capital purchases.

The Manager, Community Services is seeking an approval of By-Law 136-2018.
Legal and Legislated Requirements
N/A

Financial and Resource Implications

West Grey 2020 Action Plan
A.1 Partnership
B.4 Tourism
C.2 Community Activities

Consultation
Elwood Community Centre Board
The Municipality of Brockton

Next Steps
The Manager Parks, Recreation and Culture will notify Brockton and the Board of the Committee's decision.

Respectfully submitted:
Stephanie Stewart
Manager, Community Services

Attachments
Appendix C - Committee Report October 29th, 2018.
Appendix D - Elmwood Community Centre Joint Recreation Agreement October 29th, 2018
Recommendation
THAT Report PRC-10-29-18 be received; and

THAT Council approves the proposed agreement presented by the Elmwood Community Centre Board; and

THAT staff presents the approved agreement to the Elmwood Community Centre Board.

Executive Summary
Board members have been integral to the success of the Elmwood Community Centre. The Board is responsible for all finances, bookings, maintenance, programming, advertising and promotion of the centre. Ever four years Elmwood Community Centre Board, the Municipality of Brockton and the Municipality of West Grey sign new terms to ensures standardization amongst all parties.

Background and Discussion
The agreement being presented aligns with the term of Council. This agreement will take affect January 1st 2019 and run until December 31st 2022.

- The Board will consist of:
  - One member of Brockton Council
  - One member of West Grey Council
  - Four members of the general public, two residents of Brockton and two residents of West Grey
  - One member recommended by the Elmwood Chamber of Commerce

The Manager, Parks, Recreation and Culture is seeking an approval for the attached joint recreation agreement.

Legal and Legislated Requirements
N/A
Appendix C

Financial and Resource Implications

There are two items in the proposed agreement for Council’s information. In consultation with the Treasurer, consideration should be given to the budget impact of the request 1 (a) and (b).

Additionally, Council should be aware that all financial matters, whether surplus or deficit are shared equally amongst West Grey and Brockton.

1. The Municipalities of Brockton and West Grey shall each provide annual operating funds of $15,000 to the Elmwood Community Centre, 50% on January 15th and 50% on August 15th in each year. Annual capital funds of $3500 each are transferred when the Board requests the funds for capital purchases.
   a) The operating funds will increase each year by the Ontario Consumer Price Index commencing January 1st, 2019 in accordance with previous October of each year.
   b) The capital funds will increase each year by the Ontario Consumer Price Index commencing in 2019 in accordance with previous October of each year.

2. The annual operation deficits or surpluses resulting from the use and operation of community recreation facilities and all other recreation programs plus approved capital projects shall be shared on the following percentage.

| Corporation of the Municipality of West Grey | 50% |
| Corporation of the Municipality of Brockton  | 50% |
| 100%                                          |

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West Grey 2020 Action Plan

A.1 Partnership
B.4 Tourism
C.2 Community Activities

Consultation

Elwood Community Centre Board
The Municipality of Brockton

Next Steps

The Manager Parks, Recreation and Culture will notify Brockton and the Board of the Committee’s decision.
Respectfully submitted:
Stephanie Pavao
Manager, Parks, Recreation & Culture
Recommendation
THAT Report PRC-12-17-18 be received; and

THAT Council approves By-Law Number 135-2018 to enter into a financial agreement between the Elmwood Community Centre Board, Municipality of Brockton, and Municipality of West Grey.

THAT staff presents the approved financial agreement to the Elmwood Community Centre Board.

Executive Summary
This agreement was presented on October 29, 2018 to the former West Grey Council. The former Council approved the agreement pending one amendment. The proposed amendment has been made, the Brockton Council and Elmwood Board are in agreement with the amendment.

Background and Discussion
Former Council asked that the following amendment be made from:

From: Any changes to the original plan proposed for the Project must be reviewed and approved by Brockton staff and/or Council as Brockton staff deems necessary or desirable in their sole discretion.

To: Any changes to the original plan proposed for the Project must be reviewed and approved by Brockton and West Grey staff and/or Council as Brockton and West Grey staff deems necessary or desirable in their sole discretion.

The Manager, Community Services is seeking approval of By-Law Number 135-2018.

Legal and Legislated Requirements
N/A
Financial and Resource Implications

West Grey 2020 Action Plan

A.1 Partnership
B.4 Tourism
C.2 Community Activities

Consultation
Elwood Community Centre Board
The Municipality of Brockton

Next Steps
The Manager, Community Services will notify Brockton and the Board of the Committee's decision.

Respectfully submitted:
Stephanie Stewart
Manager, Community Services

Attachments
Appendix B - Financial Agreement October 29th, 2018
Recommendation
THAT Report PRC-10-29-18 be received; and

THAT Council approves the proposed financial agreement presented by the Elmwood Community Centre Board; and

THAT staff presents the approved financial agreement to the Elmwood Community Centre Board.

Executive Summary
The Elmwood Community Centre Board offers a variety of opportunities for the residents of West Grey and Brockton. The Board currently facilitates weekly bingo nights, seniors' fitness programs, hall and ball diamond rentals.

Background and Discussion
The Elmwood Community Centre Board is in the process of starting a major kitchen renovation for the second-floor hall. The Board has been partnering with the Chamber to fundraise for the renovation. However, in order to complete the renovation, the Board has requested a loan from the municipalities of West Grey and Brockton. The Board is committed to fundraising in order to pay for the entire renovation.

The Manager, Parks, Recreation and Culture is seeking an approval for the attached financial agreement.

Legal and Legislated Requirements
N/A

Financial and Resource Implications
- In the event that ECCB cannot adhere to the repayment terms described above, the ECCB shall be required to present to Council and propose a resolution and request an extension for repayment of the outstanding balance of the Loan.
Appendix A

- In the event the ECCB no longer has sufficient volunteers or fundraising efforts cease, both West Grey and Brockton will equally share the outstanding debt owed to Brockton.
- Brockton and West Grey jointly support the Project and any additional funding that may be required and requested by the ECCB shall be shared equally between West Grey and Brockton.

West Grey 2020 Action Plan
A.1 Partnership
B.4 Tourism
C.2 Community Activities

Consultation
Elwood Community Centre Board
The Municipality of Brockton

Next Steps
The Manager Parks, Recreation and Culture will notify Brockton and the Board of the Committee's decision.

Respectfully submitted:
Stephanie Pavao
Manager, Parks, Recreation & Culture
Recommendation
THAT the Council of the Municipality of West Grey receives Report Number ED-12-17-18 Retail Sale of Recreational Cannabis for information; and

THAT staff be directed to initiate a community engagement survey campaign to allow public input regarding hosting retail cannabis outlets within the Municipality; and

THAT, that staff report back to Council by January 8, 2019 with the results of the survey to enable Council to fully evaluate and consider the feedback from the community to determine if the Municipality will “opt in” or “opt out”.

Executive Summary
The federal government legalized recreational cannabis on October 17, 2018. The provincial government has since implemented regulations to keep cannabis out of the hands of minors, keep roads safe and combat the illegal cannabis market. Ontario’s laws regulate how, where and who can buy and possess cannabis in this province. The province is also moving forward with a tightly-regulated private retail model for cannabis that would launch by April 1, 2019.

This report provides information for council regarding whether retail sale cannabis stores will or will not be permitted in the Municipality of West Grey. The Municipality’s decision is required by January 22, 2019. If no decision is provided to the province, then municipalities are automatically considered “opted-in” permitting private retail cannabis stores.

Background and Discussion
On September 26, 2018 the government of Ontario announced the Alcohol and Gaming Commission of Ontario (AGCO) as the regulator for privately run cannabis retail stores. Ontario municipalities have a one-time option to opt out of having cannabis retail stores in their communities. Municipalities have until January 22, 2019 to inform the AGCO if they wish to opt out. Municipalities that choose to opt out can opt back in at any time—but once they are in, they may no longer opt out. If the AGCO has not received written notification from a municipality by January 22, 2019, then, by default, private cannabis retail stores will be allowed within that jurisdiction beginning April 1, 2019. Appendix A provides a high level view of the AGCO retail regulation landscape.

The AGCO is the governing body. Should a municipality “opt in” and allow retail sale in their community, the AGCO will have the authority to decide how many and where retail outlets will be permitted. While the municipality and its residents may make written submissions within 15 days of notice of a proposed retail store is posted, the AGCO will ultimately reserve the right to
make a final decision. Further, the legislation currently prohibits municipalities from passing by-laws designating cannabis retail as a separate land use or creating their own system of licensing.

Several municipalities have initiated simple surveys to gauge the public sentiment. West Grey's last survey regarding the Main Street beautification grant program administered by the Association of Municipalities of Ontario (AMO) was successful in gathering over 100 responses in the two-week survey window. Should Council decide to collect public input, similar communication channels will be utilized for an “opt in/opt out” survey.

Opting out will not prevent people from acquiring cannabis, as the illicit market is still an option. Appendix G, the memorandum from West Grey Police Chief Martin provides additional comment.

Legal and Legislated Responsibilities

The Cannabis Act creates a strict legal framework for controlling the production, distribution, sale and possession of cannabis across Canada. The Act aims to accomplish three goals:

- keep cannabis out of the hands of youth
- keep profits out of the pockets of criminals
- protect public health and safety by allowing adults access to legal cannabis

Federal, provincial and territorial governments share responsibility for overseeing the cannabis regulation system. General outline of the three orders of government and their responsibilities:

1. **Federal Government:**

   Responsibilities are to set strict requirements for producers who grow and manufacture cannabis industry-wide rules and standards, including:

   a. types of cannabis products available for sale
   b. packaging and labelling requirements for products
   c. standardized serving sizes and potency
   d. prohibitions on the use of certain ingredients
   e. good production practices
   f. tracking requirements of cannabis from seed to sale to keep it out of the illegal market
   g. restrictions on promotional activities

2. **Provincial Government:**

   As part of the legislation, provinces and territories have the authority to regulate the use, distribution, and sale of recreational cannabis within their jurisdictions. They set rules around:

   a. how cannabis can be sold
   b. how stores must be operated

   Provinces and territories also have the flexibility to set added restrictions, including:

   a. lowering possession limits
   b. increasing the minimum age (but not lowering it)
   c. restricting where cannabis may be used in public
   d. setting added requirements on personal cultivation

3. **Municipal Government**

   a. Determines by resolution by January 22, 2019 if they wish to opt out, otherwise the municipality is opted-in by default.
   b. Inform AGCO of their opt out status by January 22, 2019 deadline.
c. If decision is made to opt out, there is still the ability to pass a resolution to opt in after January 22, 2019, however there are funding consequences for consideration when opting-in after the January 22, 2019 deadline.

Financial and Resource Implications

Appendix DB attached is a letter from the Ministry of Finance advising the commitment in funding from the Ontario Cannabis Legalization Implementation Fund (OCLIF) that provides $40 million to local governments over two years to help with the implementation costs associated with the legalization of recreational cannabis.

If Ontario’s portion of the federal excise duty on recreational cannabis over the first two years of legalization exceeds $100 million, the province will provide 50% of the surplus but only to municipalities that have not opted-out. Funds must be used solely for implementation costs directly related to cannabis, such as increased enforcement, By-law/policy development, etc.

Appendix DG is notification details of payment allocation. Highlights are noted below:

- First payment early 2019 to West Grey would be $7,462.00 to proceed with planned legalization activities implementation costs.
- Second payment will be distributed after the Jan. 22, 2019 deadline. Municipalities that have not opted-out by deadline will receive funding on a per household basis, adjusted to at least $5,000.00 to support initial costs related to hosting retail storefronts.
- Municipalities that have opted-out will receive only a second $5,000.00 each.
- If a municipality opts-out, and opts back in at a later date, that municipality will not be eligible for any additional funding or any surplus federal excise duty dollars.

West Grey 2020 Action Plan

Long term financial sustainability of the Municipality

A.2 – New Sources of revenue for the Municipality

- Municipalities have a role in promoting economic development opportunities, e.g., those arising from cannabis legalization (agricultural/processing sectors, private retailers).
- The perception of being progressive vs regressive is an important consideration.

Development of West Grey economy

B.2 – Employment opportunities

Providing information and communication with the public

C.1 – Municipal communication

Consultation

Rob Martin, West Grey Police Chief
Kerri Mighton, Director of Finance/Treasurer
Mark Turner, Clerk
Laura Johnston, CAO
Next Steps

- Publish a community survey on the West Grey website being available from December 18, 2018 until January 2, 2019.
- A 16 day posting may seem like a short window, but West Grey has had success under similar parameters for the AMO Main Street Revitalization Fund initiative.
- Formal notification in the form of a Media Release announcing the survey, time lines and location of paper copies would be communicated through News and Notices subscriber list and distributed through the media database and at municipal properties.

Respectfully submitted,

Cathy Sweeney
Coordinator, Economic Development

Attachments

Appendix A: AGCO Retail Regulation Landscape
Appendix B: Ministry of the Attorney General – Nov 14 18
Appendix C: Minister of Finance Letter to Municipalities- Nov 20 18
Appendix D: Ontario Payment Allocation Notice – Nov 18
Appendix E: Public Health letter from Dr. Ian Arra
Appendix F: AGCO Initial Information letter
Appendix G: Memorandum, West Grey Police – Dec 13 18

Policies/Resources

- www.canada.ca/en/health-canada/services/drugs-medication/cannabis/laws-regulations.html
- Provincial: www.ontario.ca/page/cannabis-legalization
- Grey County By-law 4872-14 – Smoke Free Municipal Spaces By-law
Legal Cannabis Supply Chain

Health Canada regulates the cultivation and processing of cannabis and licenses producers, called “Licensed Producers”.

Licensed Producers are the only legal growers/producers of cannabis products in Ontario.

The Ontario Cannabis Store is a Crown agency of the Government of Ontario and is the only legal supplier (wholesaler) of cannabis for private retail stores in Ontario. The OCS operates the only legal online store for recreational cannabis sales in Ontario. The AGCO does not regulate the OCS.

The Licences and Authorizations you need from the AGCO

RETAIL OPERATOR LICENCE
To be able to legally open a retail store to sell recreational cannabis, you must get a Retail Operator Licence. To get this licence, you must meet all of the eligibility criteria set out in the Cannabis Licence Act and its regulations.
A Retail Operator Licence allows you to operate one or more retail stores in Ontario. However, you must have a separate Retail Store Authorization for every store you wish to operate.

RETAIL STORE AUTHORIZATION
You must have a Retail Store Authorization for each one of your stores because the Cannabis Licence Act and its regulations require that each store meet certain requirements. Requirements relate to such matters as the store layout and location. The regulations also give residents of the municipality in which the proposed store would be located the opportunity to provide their input.

CANNABIS RETAIL MANAGER LICENCE
In order to ensure the responsible sale of cannabis, there must be at least one licensed manager for each authorized store location. The Cannabis Licence Act and its regulations set out eligibility criteria for the person who will have management responsibilities in authorized stores. This includes having responsibility for the cannabis inventory, for hiring and managing employees, and for ensuring the store operates with honesty and integrity at all times.
If you are a sole proprietor, and will be both the licensed operator and performing the duties of the retail store manager for a particular store, you do not need to get a Cannabis Retail Manager Licence for your store.

The Local Community

MUNICIPALITIES AND FIRST NATIONS RESERVES
Ontario municipalities have a one-time option to opt out of having cannabis retail stores in their communities. Municipalities have until January 22, 2019 to inform the AGCO if they wish to opt out. Municipalities that choose to opt out can opt back in at any time—but once they are in, they may no longer opt out.
A cannabis store can only be located on a First Nations Reserve if it has the approval of the Band Council.

RESIDENTS
Residents in the municipality of a proposed cannabis store location have an opportunity to share their views with the AGCO before a retail store is authorized. The Registrar may refuse to authorize the store if it is in the public interest to do so.
The only areas of public interest the Registrar can consider, as defined by the regulations, are related to public health and safety, protecting youth and restricting their access to cannabis, and preventing illegal activities in relation to cannabis.

For more information, visit us online www.agco.ca or call (416) 326-8700 or toll free 1 (800) 522-2876
Ontario Establishes Strict Regulations for the Licensing and Operation of Private Cannabis Stores

Tightly-regulated private cannabis retail store system will protect children and combat the illegal market

November 14, 2018 5:30 P.M.

Today, Ontario’s Government for the People implemented the latest phase of its planned response to the federal government’s legalization of cannabis by passing strict new regulations to protect children and youth, keep communities and roads safe and combat the illegal market.

The result of widespread consultations with the people of Ontario, these regulations provide clarity for a private recreational cannabis store system that will begin April 1, 2019 under the close oversight of the Alcohol and Gaming Commission of Ontario (AGCO).

The regulations establish a minimum distance of 150 metres (approximately 500 feet) between cannabis retail stores and schools, including private and federally-funded First Nation schools off-reserve. This distance buffer will help protect students and keep communities safe, while other regulations will combat the influence and participation of organized crime in the legal licensed framework.

"The purpose of these regulations is to keep kids safe and to ensure all people operating in this tightly-regulated retail system behave with integrity, honesty, and in the public interest," said Attorney General Caroline Mulroney. "The application process for private cannabis retail store licences will begin on December 17, 2018, and we will be ready with laws and regulations to protect Ontario's youth and to combat the criminal market in response to the federal government's legalization of cannabis."

Other new strict regulations established by the Ontario Government include:

- Retailers will not be permitted to allow anyone under the age of 19 to enter their stores. This approach and other regulations were developed to address the risk of youth exposure to the cannabis retail market.
- Specific instances in which applicants will be denied a licence, including cannabis-related criminal offences. Notably, illegal cannabis retailers who were operating after October 17, 2018 are not eligible for Ontario cannabis sales licenses.
- A prohibition on the issuance of a licence to any individual or organization who has an association with organized crime.
• Requirement that individuals or entities applying for an operator licence demonstrate their tax compliance status to show that they are in good standing with the government.
• A requirement for all private recreational cannabis retail storefronts to be stand-alone stores only.
• Individuals with a store authorization, cannabis retail managers and all retail employees will be required to complete the approved training to ensure that any individual who works in the cannabis retail market is trained in the responsible sale of cannabis.

QUICK FACTS

• The government has consulted with municipalities, Indigenous communities, law enforcement, public health advocates, businesses and consumer groups, as well as representatives from other provinces to create these new regulations.
• The private retail store model will be tightly-regulated and strictly enforced by the AGCO, establishing a zero-tolerance approach for any retailer who provides cannabis to anyone under the age of 19.
• It is anticipated that the AGCO will begin accepting applications on December 17, 2018 and private retailing of cannabis will begin on April 1, 2019.
• The government has committed to providing $40 million over two years to help municipalities with the implementation costs of recreational cannabis legalization.
• Private retail recreational cannabis stores will be permitted to open between 9:00 a.m. and 11:00 p.m. on any day. These operating hours are consistent with on-site retail stores for alcohol and will provide retailers with the flexibility to respond to local market conditions and consumer demands.
• A market concentration limit of 75 stores per operator has been set to prevent a high degree of market consolidation, promote opportunities for small businesses and promote investment in the cannabis retail sector.

LEARN MORE

• The new recreational cannabis regulations will be posted on Ontario.ca/e-Laws
• Find out more about the licensing process for private recreational cannabis stores on the AGCO website
November 20, 2018

Dear Head of Council (elect):

Recently, Ontario's Government for the People moved to a new cannabis retail model to meet our key priorities of combatting the illegal market and keeping our children and communities safe.

Today, the Province is beginning the fulfillment of its commitment to provide $40 million in funding over two years to municipalities to help with the implementation costs of recreational cannabis legalization.

The Ontario Cannabis Legalization Implementation Fund (OCLIF) will be distributed as follows:

- In early January, the first payment of $15 million will be made to all municipalities on a per household basis, adjusted so that at least $5,000 is provided to each municipality. This will enable all municipalities to proceed with their planned legalization activities.

- A second payment of $15 million will then be distributed following the deadline for municipalities to opt-out under the Cannabis Licence Act, which is January 22, 2019.
  - Municipalities that have not opted-out as of January 22, 2019 will receive funding on a per household basis, adjusted so that at least $5,000 is provided to each municipality. This funding will support initial costs related to hosting retail storefronts.
  - Municipalities that have opted-out will receive only a second $5,000 each.

- The Province is setting aside $10 million of the municipal funding to address costs from unforeseen circumstances related to the legalization of recreational cannabis, and priority will be given to municipalities that have not opted-out. Further details will be provided at a later date.

.../cont'd
• Finally, if Ontario's portion of the federal excise duty on recreational cannabis over the first two years of legalization exceeds $100 million, the Province will provide 50 per cent of the surplus only to municipalities that have not opted-out as of January 22, 2019.

Our government is committed to respecting taxpayers and their hard-earned money. We believe municipalities have an obligation to do likewise.

As such, municipalities must use this funding to address the costs that directly relate to the legalization of recreational cannabis. Examples of permitted costs include:

• increased enforcement (e.g. police, public health and by-law enforcement, court administration, litigation);
• increased response to public inquiries (e.g. 311 calls, correspondence);
• increased paramedic services;
• increased fire services; and
• by-law / policy development (e.g. police, public health, workplace safety policy).

Lower-tier and upper-tier municipalities will receive a 50/50 split of the allocation. The household numbers will be split between the upper- and lower-tier, and the allocation calculated accordingly. Decisions to adjust the split in allocation and transfer funding can be made at the local level as needed. Upper-tier municipalities will receive funding in relation to opt-out decisions made by the lower-tier municipality.

The Deputy Minister of Finance will write to your Treasurer with further details on the administration of this funding and attach each municipality's specific allocation notice.

To assess the impact of the funding, the Association of Municipalities of Ontario and the City of Toronto have been asked to work with the Ministry of Finance to establish a process by which a sample group of municipalities can assess the use and impact of these funds. More information on this process will be provided at a later date.

Our government is committed to building a retail system for cannabis sales that will help eliminate the illegal market and is safe and reliable with rules that keep cannabis out of the hands of children and youth, while keeping our roads safe. Complementary to this municipal funding, the Province continues to do the following:
- 3 -

- Increase the capacity of law enforcement to help detect drug impaired driving through training. The Province has also created a specialized legal team to support drug impaired driving prosecutions, increased capacity at the province’s Centre of Forensic Sciences, and has created a Cannabis Intelligence Coordination Centre.

- Support local boards of health (public health units) by providing a suite of tools and resources for enforcement of the Smoke-Free Ontario Act, 2017, which includes rules for smoking and vaping of cannabis.

- Conduct an integrated public awareness campaign to communicate the rules and regulations for recreational cannabis and educate Ontarians about the health and safety measures in place to protect them.

We appreciate the efforts of municipalities in the implementation of the federal government’s legalization of cannabis and look forward to continuing to work together.

Sincerely,

Vic Fedeli
Minister of Finance

c:  The Honourable Caroline Mulroney, Attorney General
    The Honourable Steve Clark, Minister of Municipal Affairs and Housing
    Paul Boniferro, Deputy Attorney General
    Greg Orencsak, Deputy Minister of Finance
    Laurie LeBlanc, Deputy Minister of Municipal Affairs and Housing
    Renu Kulendran, Ontario Legalization of Cannabis Secretariat, Ministry of Attorney General
    Nicole Stewart, Executive Lead, Cannabis Retail Implementation Project, Ministry of Finance
    Kate Manson-Smith, Assistant Deputy Minister, Local Government and Planning Policy Division, Ministry of Municipal Affairs and Housing
    Dan Miles, Chief of Staff
Ontario Cannabis Legalization Implementation Fund
2018-19 First Payment - Allocation Notice

Municipality of West Grey
County of Grey

The Ontario Cannabis Legalization Implementation Fund (OCLIF) is provided to municipalities to help with the implementation costs of recreational cannabis legalization.

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Notes and Data Sources

A - funding amount is rounded up to the nearest dollar.
A1 - household figures are based on the 2018 returned roll provided by the Municipal Property Assessment Corporation (MPAC).
A2 - represents the funding amount per 100 households for lower-tier municipalities.
November 28, 2018

Dear Mayor and Municipal Council:

RE: Cannabis Retail Sale in Municipalities

By direction of a motion from the Board of Health meeting November 23, 2018, I am writing to provide local municipalities in Grey Bruce the Board's position supporting a public health perspective on the regulation of cannabis storefront retail sales with regard to operating parameters, citing requirements and public notice of such establishments.

As you are no doubt aware, the provincial government has introduced new legislation providing the legal framework for retail sale of cannabis in Ontario. The Cannabis Statute Law Amendment Act, 2018 (Bill 36) received royal assent on October 17, 2018, establishing the Alcohol and Gaming Commission of Ontario (AGCO) as the regulating body for retail licensing and operation. Further, the act amends the Smoke-Free Ontario Act, 2017 (SFOA), putting cannabis consumption to the same prohibitions as smoking and vaping of tobacco products.

Within this legislative framework, municipal governments face a key decision with respect to permitting cannabis sales in their jurisdiction. The proposed retail model takes effect April 1, 2019. Municipalities have until January 22, 2019, to identify, by a resolution of council, their decision to opt out of hosting retail stores. If no resolution is forthcoming, the municipality will be deemed to have chosen to host retail outlets. It should also be noted that municipalities opting out may re-consider and opt in at a future date but that process has not been specified. However, once a municipality decides to host retail outlets they cannot change their position after January 22, 2019.

The attached document Cannabis Retail Outlet Considerations for Grey and Bruce Municipalities provides rationale and supporting evidence for your consideration in making these decisions.

With respect to operating parameters, public health supports enabling municipalities to enact bylaws that regulate retail hours of store operation to further limit those set by the province. Minimum formal training requirements for retail staff, as identified by AGCO, align with recommendations from public health and the Centre for Addiction and Mental Health (CAMH).

As proximity and high retail density can contribute to increased consumption and related harms, it is public health's position to support strict regulation of siting requirements including minimum distances between cannabis storefronts and sensitive use areas, retail densities and to prohibit co-location with alcohol and tobacco outlets.

A healthier future for all.

A.17th Street East, Owen Sound, Ontario N4K 0A5 www.publichealthgreybruce.on.ca
519-376-9420 1-800-263-3456 Fax 519-376-0605
We encourage full and rigorous use of the 15-day public notice process for municipalities to provide comment to the AGCO in consideration of a retail store seeking authorization within their jurisdiction. Those considerations should include public health and safety, protecting youth and preventing illegal activities.

The Grey Bruce Health Unit is committed to working collaboratively with municipal partners and welcomes the opportunity to provide comment on pending decisions regarding opt out options and smoking bylaws. Should you have any questions, please do not hesitate to contact Public Health Manager Lynda Bumstead at lbumstead@publichealthgreybruce.on.ca or 1-800-263-3456 ext. 1463.

Working with you to create healthy and safe communities for all,

Dr. Ian Arra
Medical Officer of Health (Acting)
Grey Bruce Health Unit

Cc: Municipal Clerks

Encl. Cannabis Retail Outlet Considerations for Grey and Bruce Municipalities
Cannabis Retail Outlet Considerations for Grey and Bruce Municipalities

**Background on cannabis**

**About cannabis**

Cannabis is also known as: marijuana, kush, pot, weed, Mary J/MJ, grass, ganja. It comes in the form of dried plant buds, hashish (dried resin from plant leaves) or oil (boiled resin).

There are many ways that cannabis can be consumed. These include:
- Smoking, such as a "joint", in a pipe or bong
- Ingested as an edible or drink
- Consumed through vaping

**Reason for legalization**

Cannabis is now legal in Canada as of October 17, 2018. According to the federal government, rationale for legalization include:
- Keeps cannabis out of the hands of youth
- Keep profits out of the hands of criminals
- Protect health and safety by allowing adults access to legal cannabis
- Reduce burden on criminal justice system

**Public health concerns**

After alcohol, cannabis is the most widely used substance in Canada. The risk and harms associated with use are not entirely clear, but research shows that it is not benign. Delta-9-tetrahydrocannabinol (THC) is the psychoactive component which causes the "high" experienced by those who use. Cannabidiol (CBD) is a chemical that is thought to regulate the effects of THC.

Key public health concerns include:

**Youth Use**
- The adolescent brain is still developing until around the age of 25
- THC in cannabis can negatively affect brain development
- Cannabis use in youth can lead to behaviour and cognitive problems and mental illness
- 19% of Ontario students ages 14-17 reported cannabis use within the past year (OSDUHS, 2017)

**Impaired Driving**
- Cannabis slows reaction time, impairs coordination and decreases attention span
- Cannabis doubles the chances of being involved in a collision
- Co-use of cannabis and alcohol significantly increases the risk of collision
- Impairment from cannabis can last at least 6 hours after use

**Pregnancy and Breastfeeding**
- THC passes from the mother to the fetus during pregnancy, and it is also passed through breast milk, so may interfere with fetal or infant development
- There is no known safe level of cannabis use in pregnancy and breastfeeding

**Methods of Consumption**
- When smoked, cannabis can damage the lungs and can also be harmful to people through second hand smoke
- When cannabis is consumed in the form of edibles, the psychoactive effect is delayed, which can lead to toxicity
- Children can be poisoned by cannabis edibles, if not stored properly
Cannabis Retail

On October 17, 2018, the Ontario government passed legislation that will introduce a privatized cannabis retail model. The new **Cannabis License Act, 2018** establishes the Alcohol and Gaming Commission of Ontario (AGCO) as the regulator of cannabis retail stores. The proposed retail model is scheduled to take effect April 1, 2019.

Municipal governments have the option to opt out of hosting retail cannabis outlets. A council resolution must be passed by January 22, 2019 in order to opt out. Councils that opt out of private sales would be able to opt back in at a later date with an unspecified process. The decision for a municipality to opt in is final.

The recently released Ontario Regulation 468/18 made under the **Cannabis License Act, 2018** governs private cannabis retail in Ontario and sets out requirements regarding retail store authorizations and operations. Minimum distances between a retailer and a school has been set at 150 meters and hours of operations are between 9:00 am and 11:00 pm. The Ontario government indicated that municipalities are prohibited from using licensing or land-use by-laws to control the placement or number of cannabis retail outlets. Measures to regulate retail hours and identify minimum formal training requirements for retail staff align with recommendations from public health and the Centre for Addiction and Mental Health (CAMH).

The decision to introduce retail outlets into your municipality may be difficult, particularly in the absence of complete understanding of community impacts of allowing stores within a municipality. Municipal councils may want to include considerations from a public health perspective in their deliberations on the issue. Should municipalities choose to opt in, they will have 15 days to comment to AGCO on each store authorization application. It is recommended that municipalities take advantage of the comment period and include these considerations in their comment.

If your municipal council is considering OPTING IN to cannabis retail outlets, you may want to consider the following:

**The physical availability of a legal substance matters.**

Research shows that increased availability and exposure of substances, such as alcohol and tobacco, increases related harms. For example:

- High retail outlet density can contribute to increased consumption and harms.\(^2\)
- Retail outlet proximity to sensitive use spaces increases normalization among sensitive populations.\(^3,4\)
- Retail outlet proximity to other substance retail outlets shows increased number of traumas.\(^3\)
- Longer retail hours significantly increase consumption and related harms.\(^2\)

Municipalities are prohibited from using licensing or land-use by-laws to control the placement or number of cannabis retail outlets. At this time, it is unclear if municipalities will be able to enact more restrictive by-laws controlling other aspects of the physical availability of cannabis, such as minimum distance requirements between cannabis retail outlets and other substance retailers; the number of outlets in a neighbourhood; and proximity to other sensitive use spaces. Municipalities may implement a by-law to further restrict retail hours of operation.

**The Government of Ontario has committed $40 million to help with cannabis legalization implementation, with some conditions.**

The bulk of provincial funding for municipalities is conditional on opting in. The Ontario Government has committed $40 million over two years to help municipalities with implementation costs, with municipalities receiving at least $10,000. A municipality that has not opted out would receive additional funds on a per household basis. Furthermore, if Ontario’s portion of the federal excise taxes exceed $100 million in the first two years, the province will provide 50% of the surplus only to municipalities that have not opted out.\(^1,5\)
If your municipal council is considering OPTING OUT of cannabis retail outlets, you may want to consider the following:

The retail system provides access to regulated and controlled cannabis products.

Opting out may not decrease cannabis use and its impact on the community, rather it may maintain the demand on the illegal market. Some vulnerable groups will not be able to access regulated products (e.g., individuals without a physical address, a credit card or access to transportation). These groups will be pushed to utilize the illegal cannabis market, creating a demand for the illegal market, as well as putting them at risk of unregulated products and the risks associated with these products such as, unknown potency, lacing with other substances, chemicals and mould.

The Government of Ontario has committed $40 million to help with cannabis legalization implementation, with some conditions.

Municipalities will incur costs associated with cannabis legalization regardless of the presence of retail storefronts in their communities. Municipalities should consider how they will fund the costs and manage the risks associated with cannabis legalization. The Ontario Government has committed $40 million over two years to help municipalities with implementation costs. If opting out of the retail model, communities will receive only $10,000 to help with associated costs. Furthermore, they will not be able to access additional funding at a later date as communities that have opted out will not receive a portion of surplus excise taxes, should some be available in the first two years of legalization.

Opting out will allow municipalities to fully understand the regulations and funding prior to committing to retail outlets.

Opting out now and approving retail outlets at a later date may allow for time to develop business regulations, further clarify municipalities role and responsibilities as information emerges, and to prepare for the edibles market. It is unknown if municipalities will receive funding if they choose to opt out now and decide later to host retail storefronts in their communities.

Enforcement

The Cannabis Statute Law Amendment Act, 2018 (Bill 36) makes the smoking and vaping of cannabis (medical and non-medical use) subject to the same prohibitions as the smoking and vaping of tobacco products as set out in the Smoke-Free Ontario Act, 2017 (SFOA). Cannabis edibles are currently unregulated, but it is projected that they will be legalized at a later date.

Grey Bruce Health Unit is responsible for enforcing the Smoke-Free Ontario Act in our region. The revised SFOA has incorporated a new restriction making all community recreational facilities owned by the Province, municipalities, charities or non-profit organization smoke and vape-free. Local governments have the authority to further regulate the locations in which cannabis may be consumed through enactment of by-laws. A number of Ontario communities including Markham, Richmond Hill and Shelburne have passed bylaw amendments that ban smoking of cannabis in any public space. The enforcement of these by-laws is up to the municipality.

For more information, please visit www.publichealthgreybruce.on.ca/Your-Health/Alcohol-and-Other-Drugs/Cannabis or contact:

Lynda Bumstead
Public Health Manager
L.Bumstead@publichealthgreybruce.on.ca
1-800-263-3456 ext. 1463

Adapted from KFL&A Public Health
References


2018-11-28
INITIAL INFORMATION FOR ONTARIO MUNICIPALITIES ABOUT CANNABIS RETAIL STORE LICENSING

The government of Ontario has announced the Alcohol and Gaming Commission of Ontario (AGCO) as the regulator for privately run recreational cannabis retail stores.

The AGCO’s regulatory focus is on the safe, responsible and lawful sale of cannabis, consistent with the government legislation.

The AGCO is also committed to assisting our municipal partners in understanding their regulatory and operational responsibilities in this newly regulated sector. To that end, we are reaching out to provide you with some initial information and will provide more information on our website as it becomes available and as part of our 2018/19 Municipal Webinar Series.

The information below outlines the process for municipalities choosing to opt in or out of allowing cannabis retail stores in their municipality. It also provides additional information about what it means for municipalities who decide to permit retail stores in their community.

OPTING OUT OF RETAIL CANNABIS STORES

Municipalities may opt out of having cannabis retail stores within their jurisdiction. If they wish to do so, the Cannabis Licence Act, 2018 requires them to pass a resolution to that effect by January 22, 2019.

The manner in which municipalities must notify the AGCO of their decision to opt out is for the municipal Clerk, Chief Administrative Officer or Mayor to send the AGCO Registrar written notification that the municipality has passed a resolution prohibiting cannabis retail stores. This written notification must be sent by email to municipal@agco.ca and received by the AGCO no later than January 22, 2019. The notification must include:

1. The official name of the municipality, and;
2. The date the resolution was passed.

Once received, the AGCO will acknowledge receipt by email.

A municipality that decides to prohibit cannabis retail stores may later reverse its decision; however, under the Cannabis Licence Act, 2018, a decision by a municipality to allow cannabis retail stores is final and may not be subsequently reversed.

If the AGCO has not received written notification from a municipality within the process described above, by January 22, 2019, then, by default, private cannabis retail stores will be allowed within this jurisdiction beginning April 1, 2019, providing all other eligibility criteria have been met.
OPTING IN TO ALLOW RETAIL CANNABIS STORES

If at any time before January 22, 2019, a municipality decides it will allow cannabis retail stores within its jurisdiction, they are encouraged to notify the AGCO as soon as possible. This will allow the AGCO to process retail store applications, complete the public notice process and, provide more time for stores to set up their operations. Early notification to the AGCO, using the municipal@agco.ca email, will not change the date that licensed retail stores may open, which remains April 1, 2019 at the earliest.

ADDITIONAL INFORMATION FOR MUNICIPALITIES THAT ARE CONSIDERING PERMITTING PRIVATE RETAIL CANNABIS STORES

PUBLIC NOTICE PROCESS

The AGCO may issue a Cannabis Retail Store Authorization to an applicant unless the Registrar finds it is not in the public interest, as defined by Ontario Regulation 468/18 made under the Cannabis Licence Act, 2018.

Once a complete Retail Store Authorization application is received by AGCO:

1. The applicant will be notified, via iAGCO, that they have 24 hours to post a placard at the location of the proposed retail store location. The placard must be posted for 15 calendar days and it will indicate that an application has been submitted for a cannabis retail store at that location.

2. All cannabis Retail Store Authorization applications that are placarded under the public notice process will be searchable on the AGCO’s website through the iAGCO portal. AGCO will be providing more information and education opportunities to municipalities and the public about this feature.

Written submissions regarding how a Retail Store Authorization is not in the public interest, as per the criteria set out in regulation, can only be made to the Registrar by:

- A resident of the municipality in which the proposed store is located;
- The municipality representing the area in which the proposed store is located. If the municipality is a lower-tier municipality, then the upper-tier municipality of which it forms a part may also make a submission.

Submissions must be received by the AGCO on or before the date set out in the Public Notice. Written submissions may be submitted online via the iAGCO portal, available at www.agco.ca. The AGCO may provide copies of any submissions to the applicant. Anonymous submissions will not be considered.

AGCO TO HOST A WEBINAR FOR MUNICIPALITIES

Please join the AGCO for the third installment of its Municipal Webinar Series on November 27, 2018. A panel of AGCO representatives will provide more information about the cannabis licensing process and the legislation and regulations related to cannabis retail stores, including the opt-out/in and public notice processes. The AGCO will be accepting questions during the webinar. A formal invitation will follow, including timing and registration details.

Page 2 of 3
FOR MORE INFORMATION

Otherwise, please submit any questions you may have to AGCO’s Customer Service by using the iAGCO portal or call 416-326-8700 (1-800-522-2876 toll-free in Ontario). You do not need an account to make an inquiry.

Information about Ontario’s approach to cannabis legalization can be found at ontario.ca/cannabis.

For more information about the legalization and regulation of cannabis in Canada, please visit canada.ca/cannabis.
December 13th 2018

Memorandum on Cannabis Retail Outlets within the Municipality of West Grey

On October 18th 2018 recreational cannabis was legalized. Municipalities have until January 22nd to decide to opt in or out of the private cannabis store system. The Province has advised that those who decide to opt-in will not be able to opt out at a later date but if a municipality does choose to opt-out now, there is a chance to opt-in later.

West Grey Council will need to decide its course of action prior to January 22nd as any municipality that has not made a decision will have been deemed to have opted in to hosting retail cannabis stores. The advantages of allowing retail cannabis stores would be that the licenced retailers will offer only Health Canada approved products and deliver cannabis information and education to the consumer. This option will allow legal retailers to protect their licence to operate by following the rules and regulations. The rules are clear, only approved products can be sold and any operator that steps outside the rules will imperil their licence. The source and quality of product coming from approved retailers are more certain than the current market sources. One of the main concerns for police services is that there is no way to know where and from whom the product is coming from or if it has been bulked up with other compounds to make it weigh more, or potentially laced with dangerous additives like fentanyl to make it more potent and dangerous. This target of transparency that comes with a retail system, is in fact a risk mitigation, one that should be weighed in the balance.

The licenced retail system will ensure no one under 19 years of age enter their stores. In regulated markets, protecting youth from the potential harmful effects of a product is usually acquiesced to easily. In this industry and under these regulations, non-adherence will see retailers lose their licences. There really is no better interest in protecting youth than an economic interest and training must be provided to employees to ensure cannabis products are not sold to those under 19 years of age.

Opting-out effectively encourages the continuation of illegal sales. The illicit market will thrive in an otherwise legal market. The incentive to meet market demand for cannabis in opt-out communities will be too attractive and thus spur the development of illicit provider in an otherwise legal market.
Financial benefits to the community may be present. Deloitte’s 2018 Cannabis Report estimates that the total cannabis market in Canada is expected to generate $7.2 billion in total sales in 2019 with overall consumption jumping 35% as legal channels come on stream. According to Deloitte, the projected legal market size in Ontario ranges from $700 million to $1.7 billion in sales with 65% of cannabis products to be purchased through legal channels. The Parliamentary Budget Officer’s projections would suggest $2.1 billion to $2.3 billion in retail sales in Ontario. These are just the sales forecasts. Recent news would suggest that funding from the province may take varied forms and certainly more than the rather anemic, initial $10,000 pledge to each municipality who opts-in. The province has signalled their intention to set aside a certain portion of the municipal funding in each of 2018-19 and 2019-20 for unforeseen circumstances, and priority would be given to municipalities that have not opted-out. The costs of legalization have yet to be realized and by opting out funding opportunities for the municipality may be lost, moved to other neighbouring jurisdictions or reduced.

Council should be aware of the provisions of the Cannabis Act as it relates to municipalities and the prohibition on passing by-laws that apply only to retail cannabis stores. During consultations with the province, municipalities lobbied for special zoning powers to limit the locations of retail cannabis stores, similar to the provisions in the Municipal Act that permit municipalities to limit the number of strip clubs and payday loan stores and define their locations. Nonetheless, the Act ensures that municipalities cannot designate cannabis retail as a separate land use from retail generally. Municipalities do not have the authority to pass a by-law under the Planning Act that has the effect of distinguishing between a use of land, a building or a structure that includes the sale of cannabis and one that does not. A by-law or an order made under the Planning Act that conflicts with the Act is of no effect. Therefore council will not have ability to limit the number of retail cannabis stores or locations of the stores except in accordance with the Act.

Retail cannabis stores are also exempt from cannabis-specific municipal licensing requirements. Municipalities lack the authority to pass by-laws providing for a system of licences respecting the sale of cannabis, holders of a licence or authorization issued under the Act or cannabis retail stores. In other words, unlike taxis or building permits, cannabis stores cannot be licenced by the city. Instead, the AGCO administers the licensing and regulatory regime for cannabis retail stores.

The West Grey Police Service have had no major reported incidents relating to the new cannabis legislation.

Respectfully,

Robert Martin
Chief of Police
West Grey Police Service

COMMUNITY PARTNERS
Multi-Municipal Long-Term Care Working Group (MMLTCWG)
Paul McQueen, Chair of the MMLTCWG, and Mayor of the Municipality of Grey Highlands, has forwarded a letter dated November 21, 2018 to all lower-tier municipalities extending an invitation to participate in the Working Group. (attachment)

The Terms of Reference notes the purpose of the Working Group is to develop a plan of action for Grey Gables and to help facilitate a common strategy among all of the interested parties. The Council of each participating municipality shall appoint two members of Council to sit on the Working Group.

There is a reference to municipal funds that may be requested from each participating municipality to fund the initiatives of the Working Group. It is also noted the Working Group may need to share staff resources among participating municipalities, or volunteer(s) may be selected from interested parties.

The name of the Working Group appears to be a bit of a misnomer, as the mandate of the Working Group is not to address the issue of Long Term Care in Grey County as a whole, but revolves solely around Grey Gables, similar to the mandate of the “Save Grey Gables” initiative.

Further, it could be problematic that the Terms of Reference requires the appointment of two members of Council from each lower-tier Council in Grey County to comprise the Working Group, as there is already an organization comprising two members of Council from each lower-tier Council in Grey County that is responsible for Long Term Care in Grey County, namely, Grey County Council.

CR#1 Recommendation: Seek Council direction.
West Grey 2020 Action Plan
Decisions respecting this report should support the following Strategic Priorities and Goals identified in the approved West Grey 2020 Action Plan:

Strategic Priorities
Ensure the Financial Sustainability of the Municipality.
Pursue Economic Development in West Grey.
Enhance Efforts to Inform and Communicate.

Respectfully submitted:
Mark Turner, Clerk
November 21, 2018

To Clerks of lower-tier Municipalities in Grey County:
Town of the Blue Mountains
Township of Chatsworth
Township of Georgina Bluffs
Municipality of Grey Highlands
Town of Hanover
Municipality of Meaford
City of Owen Sound
Township of Southgate
Municipality of West Grey

Re: Invitation to join the MMLTCWG

Greetings,
As per the following resolution, the Multi-Municipal Long-Term Care Working Group would like to extend an invitation to all lower-tier Municipalities in Grey County to participate on the Working Group.

Excerpt from the MMLTCWG Oct 30 2018 Minutes:

Mackey - McKean
That the Multi-Municipal Working Group directs its recording secretary to send invitations to all lower-tier municipalities to ask their participation on the Working Group.
CARRIED.

The following documents will provide more information regarding the Working Group and its mandate:
- Terms of Reference.
- Brief synopsis of Grey County decisions and timeline.

The Working Group asks that this invitation be included on the first agenda set for your 2018 – 2022 Council.
Best regards,

[Signature]

Paul McQueen, Chair
Multi-Municipal Long-Term Care Working Group
c/o Municipality of Grey Highlands
206 Toronto Street South
Markdale, ON N0C 1H0

Telephone: 519-986-2811

Email: mayor@greyhighlands.ca

2 enclosures
Multi-Municipal Long-Term Care Working Group

Terms of Reference

Name: Multi-Municipal Long-Term Care Working Group
Support: Administration staff support – agendas and minutes
Type: Multi-Municipal Working Group
TOR Established: Approved by working group: 2017-10-30

Purpose:
The purpose of this working group is to develop a plan of action for Grey Gables and to help facilitate a common strategy among all of the interested parties.

Mandate:
To be a credible voice in saving Grey Gables and fostering cohesion among the interested parties and municipalities in relation to the potential closure of Grey Gables.

To help focus the efforts of many in advocating to the Southwest Local Health Integration Network (LHIN) and the Ministry of Health and Long-Term Care for support in maintaining the existing facility as it is.

To prepare a report to be presented to the Minister of Health and Long-Term Care to express the concerns of the citizens in the area surrounding the potential closure of Grey Gables and the impact on the community.

*The Mandate of the working group will automatically be deemed complete upon the final decision of the Ministry in relation to the current potential closure of Grey Gables.*

Delegated Authority:
To speak on behalf of the participating municipalities in voicing support for maintaining Grey Gables in its current capacity.

Composition:
The Council of each participating municipality shall appoint 2 members of Council to sit on the working group. A chair and a vice chair are to be chosen from among the appointed Council members from the participating Municipalities.

Additional interested parties or organizations may be requested to attend meetings to provide input and expertise.
Lead Department/Reporting Relationship:
The working group will keep minutes of all meetings. A final report will be prepared by the members of the working group and presented to each participating Council as soon as possible after completion.

Administration:
Outside parties will not receive compensation for participation, Council members will receive compensation only as specifically authorized for through individual Council policies.

Schedule/Location of Meetings:
Meetings will be set once the working group is established and location may be rotated among the participating municipalities. Notice of meetings will be posted on the participating Municipality websites at least 48 hours in advance of the meeting and all meetings are open to the public.

Budget and Financial Report:
This working group does not have access to municipal funds, however a recommendation from the working group on use of Municipal funds to fund initiatives may be presented to Council for consideration upon request.

Special Considerations:
As this is a “multi-municipal” working group, staff resources may need to be shared amongst the participating municipalities, or a volunteer may be selected from interested parties to facilitate this role.
Multi-Municipal Long-Term Care Working Group’s Position and Activities To Date

In June of 2017, facing the need to upgrade Rockwood Terrace, a class “B” facility in West Grey, Grey County Council voted in favour of building a new 166-bed Long-Term Care (LTC) home in the Municipality of West Grey. The plan is to amalgamate two homes into one by selling Grey Gables in Markdale to a private operator who could use it as an Assisted Living facility, and move its 66 beds, at an expense of $15,180,000, to join the beds at a newly built Rockwood Terrace in West Grey.

This plan is contentious in that it has both an emotional and a financial component. It is socially and financially stress-inducing to both the residents of Grey Gables and to constituents across Grey County.

Just the thought of moving our most vulnerable seniors farther away from their families and visitors is already having a direct negative impact on the residents of Grey Gables; this is their home after all. It’s also affecting staff morale.

Removing Grey Gables as a LTC provider creates a very significant gap in LTC coverage for Grey County. The gap in future LTC coverage sees the entire east and south-east section of Grey County without easily accessible LTC coverage. This is unfair to the taxpayers in those regions, who contribute the largest portion to the County levy.

Financially, the stress comes in the form of spending $15,180,000 more than necessary to accomplish the goal.

The Multi-Municipal Long-Term Care Working Group (MMLTCWG) was formed due to concerns that the County’s plan was not in ALL County residents’ best interests. Here are just a few of the reasons:

**Reason 1:** Growth in eastern and southeastern Grey County is increasing at unprecedented rates.

**Reason 2:** Grey County uses the Local Health Integration Network (LHIN) definition of service area – a 25 km radius – for its “capture area” of seniors who will use a particular LTC facility, and this itself shows a large portion of the County unserved.

**Reason 3:** Grey County’s large senior population exceeds the Ontario average...there’s a very evident need to increase beds – this is the REAL issue!

**Reason 4:** In the current plan, Grey County has considered “…private operators’ redevelopment plans, growth projections…” but the MMLTCWG is concerned for those individuals who require PUBLIC care.

**Reason 5:** After reviewing their data, Grey County determined “the most central location for a single home was deemed to be in West Grey.” But Grey Gables alone serves most of Grey County, as far as a 25 km radius of service is concerned. Grey Gables is the most central location.
There is a better way, one that will keep Grey Gables residents in their home while Grey County builds a larger, more modern Rockwood Terrace and satisfy Grey County constituents: Build a 128-bed home in Durham and leave Grey Gables in Markdale as is, with its future expansion in mind.

**Chronology of Events**

**On April 5, 2016**, a Sienna Senior Living report entitled “Redevelopment Analysis Prepared for the Corporation of the County of Grey” was provided to County Council in response to a request to consider options and make a recommendation for the future of the 3 long-term-care homes. It recommended closure of Rockwood Terrace (Class B), transfer of those 100 beds to Grey Gables and expansion of Grey Gables to house both facilities’ residents. Public response was strongly not in favour of this plan.

**On May 23, 2017**, County Council received County staff report LTCR-CW-05-17, “Grey County Long Term Care Review,” which recommended selling Grey Gables and building an amalgamated home in Durham.

**In summer 2017**, Grey County Council was presented with nearly 3,000 signatures collected throughout the County in 2 months (nearly 11,000 more collected online), calling on Grey County to maintain Grey Gables.

**On June 8, 2017**, MPP Bill Walker met with then-Minister Hoskins to express his concern with the County Council’s direction with respect to Grey Gables.

**On June 19, 2017**, County Council and County staff received a letter from Howard Greig, former Grey County Warden, asking Council to halt motion on the closure of Grey Gables for 6 months to enable exploration of heretofore uninvestigated options for long-term care in the County.

**On June 26, 2017**, County Councillors received “The PACE Plan” via email.

**On June 29, 2017**, County Council voted to sell Grey Gables and hire a management company to operate the 3 (later, 2) homes.

**On August 1, 2017**, Grey County Council appointed a Long Term Care Committee of Management to discuss issues surrounding how and to whom a management company should report, as well as address outstanding issues regarding the sale of Grey Gables.

**On September 19, 2017**, a member of the public presented to the LHIN regarding the impending inequity in care provision in Grey County. Members of the public and the press continued to make their desires clear with meetings, phone and email campaigns, postcard mailing, newspaper articles, letters to the editor, radio coverage, a Facebook page, and the use of two hashtags: #somethingsmells (referring to the unexplained decision to choose the least fiscally responsible option for long-term care in Grey County) and #breakuptheclub (referring to a voting block at Grey County Council that votes consistently in support of the west side of the County).
On October 30, 2017, the MMLTCWG met for the first time and continues to meet on a regular basis (17 meetings to date).

On November 9, 2017, a group of 4 past wardens (representing the majority of the 24 living past wardens who do not support the County’s plan to close Grey Gables) travelled to meet Ministry staff to express their disagreement with the County’s plan. On the same day, County Council received “The PACE Plan: An Additive Rather Than Subtractive Approach to Long-Term Care in Grey County,” a public-written, unsolicited report providing alternatives to selling Grey Gables. This report indicated that maintaining the status quo with Grey Gables and redeveloping Rockwood Terrace’s 100 beds is preferable, economically and otherwise, to the County Council’s current plan. Even more preferable, economically and otherwise, is adding 32 beds to Grey Gables for better service provision, optimal nursing efficiencies, and a resultant revenue position for long-term care in Grey County. Sienna and staff later reported consistent findings.

On January 22, 2018, members of the MMLTCWG presented its position to then-Minister Hoskins, during the ROMA conference in Toronto.

On February 25–28, 2018, members of the MMLTCWG attended the OGRA conference in Toronto.

On March 8, 2018, the MMLTCWG met with Grey County staff.

On March 13, 2018, the MMLTCWG met with MPP Bill Walker.

On April 26, 2018, CAO Kim Wingrove and Director of Long Term Care Lynne Johnson presented a County Staff report entitled “Financial Pro-Forma for 128 beds,” a revised recommendation for the Grey County Committee of the Whole based on a changing landscape and a summary of consultant SACT’s research as requested by the Long Term Care Committee of Management. Staff recommended status quo at Grey Gables, and an increase in beds at a newly built Rockwood Terrace to 128.

On May 10, 2018, writ is dropped for Ontario Election 2018.

On May 10, 2018, Long Term Care Committee of Management Chair Dwight Burley brought forth a motion that the Committee of the Whole reconsider Resolution CC31-17, which would reopen the LTC discussion. The Motion was lost 38 to 52 in a recorded vote.

On June 7, 2018, the provincial election took place.

On October 22, 2018, the municipal election took place.
The Corporation of the Municipality of West Grey
By-law Number 129 - 2018

Being, a By-law to amend Zoning By-law No. 37-2006, for the Municipality of West Grey;

Whereas, the Council of the Corporation of the Municipality of West Grey deems it in the public interest to pass a By-law to amend By-law No. 37-2006;

And whereas, pursuant to the provisions of Section 34 of the Planning Act, R.S.O. 1990, as amended, By-laws may be amended by Councils of Municipalities;

Now Therefore the Council of the Corporation of the Municipality of West Grey enacts as follows:

1. Schedule “34C” to By-law No. 37-2006, is hereby amended by changing the zone symbol of Lot 3, Concession 15, Geographic Township of Normanby, Municipality of West Grey from the “A1” (Agricultural) Zone to the “A1-400” (Agricultural Exception) Zone for the severed parcel (Parcel 1), and from the “A1” (Agricultural) Zone and “A3” (Restricted Rural) Zone to the “A1-401” (Agricultural Exception) Zone for the retained parcel (Parcel 2), as shown on Schedule “34C”.

2. A1-400 (see Schedule “34C”)

Notwithstanding Sections 8.2.1 & 8.2.2 of By-law No. 37-2006, as amended, those lands zoned as A1-400 shall be used in accordance with the A1 zone provisions exception however that:

(a) the minimum lot area shall be 0.43 hectares; and,
(b) the minimum lot frontage shall be 12.1 metres.

3. A1-401 (see Schedule “34C”)

Notwithstanding Section 8.2.1 of By-law No. 37-2006, as amended, those lands zoned as A1-401 shall be used in accordance with the A1 zone provisions exception however that:

(a) the minimum lot area shall be 37.8 hectares; and,
(b) the minimum lot frontage shall be 12.1 metres.

Notwithstanding Section 8.1 of By-law No. 37-2006, as amended, those lands zoned as A1-401 shall be used in accordance with the A1 zone provisions exception however that no detached dwelling shall be permitted.

4. Schedule “34C” and all other notations thereon is hereby declared to form part of this By-law.

5. THAT THIS By-law Amendment shall come into effect upon the final passing thereof pursuant to Section 34(21) and Section 34(22) of The Planning Act, R.S.O., 1990, as amended, or where applicable, pursuant to Sections 34(30) and (31) of the Planning Act, R.S.O., 1990, as amended.

Read a first and second time this 17th day of December, 2018.

Read a third time and finally passed this 17th day of December, 2018.
The Corporation of the Municipality of West Grey

By-law Number 130 - 2018

Being, a By-law to establish Terms of Reference and Mandates for certain advisory and local committees of the Corporation of the Municipality of West Grey;

Whereas, Chapter 25, Municipal Act, S.O. 2001, S. 224, provides Councils of municipalities with the authority to carry out the duties of council under this or any other Act;

Now Therefore the Council of the Corporation of the Municipality of West Grey hereby enacts as follows:

1. That the Terms of Reference and Mandates for certain advisory and local committees of the Corporation of the Municipality of West Grey, attached as Appendices A, B, C, D & E, and forming part of this by-law, are hereby approved.

2. That By-law Number 119-2018 is hereby repealed.

3. This By-law shall come into force and effect on the date of passing thereof.

Read a first and second time this 17th day of December, 2018.

Read a third time and finally passed, this 17th day of December, 2018.

Christine Robinson, Mayor

Mark Turner, Clerk
West Grey Advisory Committees
Terms of Reference - General

Purpose
To advise and provide perspective guidance to West Grey Council on matters related to the long-term vision, prosperity and vitality of the municipality.

Principles
Principles that guide the work of West Grey's Advisory Committees include:

- A commitment to enhancing the quality of life in West Grey
- A commitment to responsible and sustainable community development
- A commitment to ensuring opportunity for successive generations of residents
- A commitment to collaborative partnerships and communication to achieve common objectives
- A commitment to supporting existing initiatives and fostering innovative opportunities

Membership – General
West Grey's Advisory Committees are to be representative of the community, achieved by specific selection criteria for members:

- One non-voting paid representative from West Grey Council unless otherwise specified, with a term expiring on November 30 of an election year. The Mayor will be ex-officio member of all West Grey committees and working groups. The Mayor will have the right to take part in discussion, but will not be included to make up quorum and will not have the right to vote.
- One non-voting paid West Grey staff liaison will be appointed by the CAO to serve as Staff Committee Administrator (SCA) and sit on the Committee as a non-voting member. The SCA will prepare the agenda and work with the Committee Recording Secretary to ensure minute accuracy and timely distribution.
- Committees may have a minimum of five and a maximum of 13 citizen representatives with pertinent background, experience, skills or the interest to learn.
- Members will be appointed by Council for a four-year term, ending on December 31 of an election year. Members may be appointed for a shorter term if special consideration is warranted, such as student appointments.
- Committee Members shall attend and actively participate in all meetings, and devote time between meetings to work on matters pertaining to Committee projects.
- The Committee may, from time to time, invite resource persons to attend a meeting.
- Each Committee Member will vote on all questions put forward. A motion shall be carried when a majority of the members present and voting have expressed agreement on the question put forward.
• A member may resign from the Committee at any time in writing to the Chair of the Committee. If a Committee member is unable to complete the term, a new Committee member will be appointed by Council.

• By majority vote, the Committee may recommend to Council the dismissal of a member if the member has missed three consecutive meetings (subject to consideration, pending circumstances surrounding the absences). Members may request a temporary leave of absence in writing to the Chair 30 days prior to such action.

• If at any time the Committee membership drops below quorum, the Committee may recommend new members to be approached. If the recommended individual accepts the invitation the Committee shall recommend to Council to appoint the new member to the Committee. The Committee may also choose to advertise for new public application from time to time, in accordance with municipal procedures.

Role of the Officers of the Committee
• A Chair, Vice-Chair and Recording Secretary will be nominated by a Committee member and then elected by a majority vote among members at the first meeting every year and no more than annually. The election is to be recorded in the Committee minutes.

• In accordance with the Municipality’s Procedural By-law on matters requiring votes, the Committee shall strive for consensus. Committee minutes will reflect the collective decision.

• The Chair shall preside over the meetings of the Committee.

• The Chair may be requested by the Committee to present to Council on any matters relating to the Committee. The Chair must present the Committee’s official position on a particular matter.

• The Vice-Chair shall assume the authority and perform all duties of the Chair in the absence of the Chair, whether a planned absence or if the Chair is 15 minutes late for a scheduled meeting.

• The Recording Secretary is responsible for recording minutes and providing draft minutes to the Staff Committee Administrator (SCA) for review. The SCA is responsible for circulating the draft minutes in accordance with the municipal procedural by-law and ensuring both draft and approved minutes are posted to the municipal website.

Conflict of Interest
• Committee members have an obligation to disclose any issues of pecuniary interests or if they are personally affected by a matter before the Committee where there may be a perceived interest in the matter under consideration by the Committee. Members shall declare the interest at the beginning of the meeting and shall not discuss or vote on the particular matter. Members may also declare should matters arise through the course of the meeting. All declared conflicts must be put in writing and the Staff Committee Administrator (SCA) will ensure the written conflict is provided to, and retained by the Municipal Clerk.
Meetings
- The Committee shall normally meet once every month at a prescribed date and time or at the call of the Chair with adequate notice to be given to all members.
- All Committee meetings are public.
- Quorum for a full Committee meeting will be 50% of the current membership plus one. West Grey Council and staff do not count toward quorum.
- If the quorum for a Committee is not present within 30 minutes then the meeting shall be cancelled. The Committee Recording Secretary shall record the names of the present members.

Agendas and Minutes
- An agenda for the upcoming Committee meeting will be coordinated by the Staff Committee Administrator (SCA) and e-mailed to Committee members one week in advance of the meeting. The SCA will ensure agendas are posted on the municipal website in advance of the meeting.
- Draft and formal minutes of the Committee meeting will be prepared by the Recording Secretary and reviewed for accuracy by the SCA. The SCA will then email the draft minutes to Committee members within 10 days following the meeting. These minutes will be considered draft until approved by the Committee at their next meeting. The draft minutes will be posted on the municipal website.
- Once approved by the Committee, the SCA will ensure the approved minutes are posted on the municipal website.

Reporting
- The Advisory Committees are established by Municipal Council in accordance with these adopted Terms of Reference. Committee members are bound by these Terms of Reference, and are responsible to Municipal Council.

Financing
- Committee fundraising will reflect the values and expectations of the community and Council.
- Committee fundraising will be initiated by the Local Committees and funds will be held in reserve by the Municipality of West Grey. Spending of fundraised dollars will be disbursed through a committee vote.
- Any tax-funded financial support must be requested from Council as part of the Municipality's regular budget preparation process.
- The municipal staff appointed as Staff Committee Administrator (SCA) will manage all budgets and approve expenditures in accordance to the municipal purchasing procedures. The Treasurer for the Municipality of West Grey oversees all municipal budgets.

Amendments
- The Committee may wish to review the Terms of Reference from time to time and make recommendations to Council regarding amendments.
- Amendments to the Terms of Reference must be approved by Council.
West Grey Parks, Recreation & Culture Advisory Committee - Terms of Reference

Purpose
As the governing committee, the West Grey Parks, Recreation & Culture (PRC) Advisory Committee advises Council and makes recommendations on active and passive recreation, community events and festivals, programs and services related to recreational, open space and cultural opportunities, as recommended by the Parks, Recreation & Culture Local Committees (Durham and area, Neustadt and area and Ayton and area). The PRC Advisory Committee assists in bringing together other community groups and volunteers as opportunities arise.

Membership
The members of the PRC Advisory Committee shall be appointed by Council in accordance with the General Terms of Reference. The committee will be comprised of:

- A maximum of three non-voting paid members of Council
- One non-voting paid staff member appointed by the CAO as Staff Committee Administrator (SCA)
- The Chair or one alternate from each of the Parks, Recreation & Culture Local Committees.

Volunteer members may have the following experience/skills or the interest in:

- Knowledge, experience or interest in parks, recreation or culture:
- Knowledge, experience or interest in active recreation, (e.g.: coaching or participating in sports)
- Knowledge, experience or interest in passive recreation, arts and culture
- Knowledge, experience or interest organizing and participating in community fundraising events
- Knowledge, experience or interest in horticulture
- Representation will be reflective of all communities of West Grey

Reporting
The members of the West Grey PRC Advisory Committee will:

- advise Council on community activities, including any budgetary requirements;
- not represent themselves as having any authority beyond that which Council delegates;
- forward minutes as per the procedural by-law and the General Terms of Reference guidelines;
- at least once a year, assist the Staff Committee Administrator (SCA), with preparing a Report for Council that summarizes activities and achievements, and outlines its goals and objectives for the coming year. There is no expectation of the Chair, Vice-Chair and Committee Members to attend this presentation, however, all Committee Members are welcome to attend.
West Grey Economic Development Advisory Committee - Terms of Reference

Purpose
The West Grey Economic Development Advisory Committee (EDAC) advises Council and the citizens of West Grey on matters related to the long term prosperity of the community.

Membership
The members of the West Grey EDAC shall be appointed by Council in accordance with the General Terms of Reference, which includes a maximum of three non-voting paid members of Council and one non-voting paid staff member appointed as a Staff Committee Administrator (SCA).
Volunteer members of the EDAC ideally may include one representative from the following sectors, where possible;
   1. Commercial/Retail
   2. Industrial
   3. Agricultural
   4. Education/Health
   5. Manufacturing
   6. Creative Economy

Responsibilities
The members of the West Grey EDAC will strive to:
   • Identify business retention, attraction and expansion opportunities.
   • Provide advice and recommendations to Council regarding economic and tourism development.
   • Promote the municipality as an attractive environment for existing and prospective businesses.
   • Oversee the development of policies and plans around economic and tourism development.
   • Ensure that communication regarding economic development is publically shared through the development of an Economic Development Strategy.

Reporting
Council is the approving authority for Committee initiatives and activities and will support economic development programs with annual budget allocations. To that end,
   • The West Grey EDAC Staff Committee Administrator shall report annually to Council as an update on budget, activities, and priorities for upcoming year. There is no expectation of the Chair, Vice-Chair and Committee Members to attend this presentation, however, all Committee Members are welcome to attend.
• Financial support (tax-funded budget allocation) will be reviewed annually through the municipal budget process. The Staff Committee Administrator will be responsible for administering the budget in accordance with the municipal procurement process. The EDAC will identify priorities and make recommendations for Council’s direction regarding budget expenditures. The Treasurer for the Municipality of West Grey is responsible for, and oversees, all municipal budgets.
West Grey Parks, Recreation & Culture Local Committees - Mandate

**Purpose**
The three West Grey Parks, Recreation & Culture (PRC) Local Committees advise the PRC Advisory Committee on active and passive recreation, community events and festivals, fundraising initiatives, programs and services related to recreational, open space and cultural opportunities, in their respective communities. The recommendations of the Local Committees will guide the Advisory Committees' recommendations to Council.

**Membership**
The members of the Local Committees shall be appointed by Council in accordance with the General Terms of Reference. The committees will be comprised of a pre-determined amount of volunteers required to complete the work plan, and one paid staff appointed by the CAO as Staff Committee Administrator (SCA). Each of the Local Committees will appoint a Chair & Vice-Chair. The Chair or the Vice-Chair and one alternate will sit on the Advisory Committee.

Volunteer members may have the following experience/skills or interest:

- Knowledge, experience or interest in parks, recreation or culture:
- Knowledge, experience or interest in active recreation (such as coaching or participating in sport)
- Knowledge, experience or interest in passive recreation, arts and culture
- Knowledge, experience or interest in organizing/participating in community fundraising events
- Knowledge, experience or interest in horticulture
- Representation shall be reflective of the respective communities of West Grey

**Reporting**
The members of the West Grey Local Committees will report to the Advisory Committee and will:

- advise the Advisory Committee regularly on parks, recreation and culture initiatives, including budgetary needs to complete the approved work;
- not represent themselves as having any authority beyond that which Council delegates;
- forward minutes as per the procedural by-law and the General Terms of Reference guidelines;
- contribute to the Advisory Committee's annual reporting to Council, summarizing activities, and achievements and outlining objectives for the coming year.
West Grey Commercial Beautification Committee - Mandate

Purpose
The West Grey Commercial Beautification Committee (CBC) is a supporting committee to the West Grey Economic Development Advisory Committee. The CBC works to enhance the visual appearance of the commercial cores and entry signage of West Grey's four urban areas: Ayton, Durham, Elmwood and Neustadt. The seasonal plantings and maintenance program is an important initiative for community pride, tourism and marketing purposes.

Membership
The members of the CBC shall be appointed by Council and report to the members of the West Grey EDAC. The Staff Committee Administrator (SCA) of EDAC will provide support to the members of the CBC to ensure communication flow and transparency.

Volunteer members of the West Grey CBC should be able to, or interested in, planning, planting and maintaining entry sign space and seasonal commercial beautification. This could be a combination of seasonal baskets, hanging baskets, bridge baskets, street planters, banners, lighting and winter scape greenery etc.

Reporting
The members of the CBC will actively share and:
- advise EDAC regularly on beautification initiatives, including budgetary needs to complete the approved work;
- not represent themselves as having any authority beyond that which Council delegates;
- forward minutes as per the procedural by-law and the General Terms of Reference guidelines;
- contribute and assist SCA to the EDAC with an Annual Report to Council, summarizing activities, and achievements and outlining objectives for the coming year.
The Corporation of the Municipality of West Grey
By-law Number 131 - 2018

Being, a By-law to appoint officials to various committees of the Corporation of the Municipality of West Grey in the County of Grey;

Whereas, Chapter 25, Municipal Act, S.O. 2001, S. 224, provides Councils of municipalities with the authority to carry out the duties of council under this or any other Act;

Now Therefore the Council of the Corporation of the Municipality of West Grey hereby enacts as follows:

1. That the following officials are appointed to the respective committees:

1) Dark Sky Committee – Beth Hamilton
2) Durham B.I.A. – Doug Hutchinson
3) Durham Cemetery Board – Stephen Townsend
4) Elmwood Community Centre Joint Board – Beth Hamilton, Tom Hutchinson (alternate)
5) Elmwood Fire Department Joint Board of Management – Rebecca Hergert, Tom Hutchinson
6) Saugeen Mobility and Regional Transit Corporation (SMART) – Beth Hamilton, Christine Robinson (alternate)
7) Saugeen Municipal Airport Committee – Rebecca Hergert, Tom Hutchinson (alternate)
8) Saugeen Valley Conservation Authority Board of Directors – Tom Hutchinson, Christine Robinson
9) Stodhart Hall Joint Board – Doug Hutchinson
10) West Grey Economic Development Advisory Committee – Doug Hutchinson, Tom Hutchinson, Stephen Townsend
11) West Grey Parks, Recreation & Culture Advisory Committee - Rebecca Hergert, Doug Hutchinson, Geoffrey Shea
12) West Grey Police Service Board – Christine Robinson, Geoffrey Shea
13) West Grey Police Service Building Special Committee – Tom Hutchinson, Christine Robinson, Geoffrey Shea, Stephen Townsend
14) West Grey Public Library Board – Beth Hamilton, Doug Hutchinson, Stephen Townsend (alternate)

(Four year term consistent with Council and in accordance with Public Libraries Act)
2. The Mayor shall be an ex officio member of all Committees of Council that the Mayor is not specifically appointed to, unless prohibited by legislation to be an ex officio member of a specific Committee, but shall not have the right to vote and shall not be included to make up quorum.

3. All official appointments expire November 14, 2022, or until re-appointed by Council, unless indicated otherwise.


5. This By-law shall come into force and effect on the date of passing thereof.

Read a first and second time this 17th day of December, 2018.

Read a third time and finally passed, this 17th day of December, 2018.

Christine Robinson, Mayor

Mark Turner, Clerk
The Corporation of the Municipality of West Grey

By-law Number 132 - 2018

Being, a By-law to appoint citizens to various committees of the Corporation of the Municipality of West Grey in the County of Grey;

Whereas, Chapter 25, Municipal Act, S.O. 2001, S. 224, provides Councils of municipalities with the authority to carry out the duties of council under this or any other Act;

Now Therefore the Council of the Corporation of the Municipality of West Grey hereby enacts as follows:

1. That the following citizens are appointed to the respective committees:

1) **Elmwood Community Centre Joint Board** – Hazel Pratt-Paige

2) **West Grey Commercial Beautification Committee** – Callie Greenshields, Terri Junker, Susan Papineau

3) **West Grey Economic Development Advisory Committee** – Jacqueline Gingerich, Terri Junker, Andrew Lawrence, Alex Neuman, Hazel Pratt-Paige, Doug Townsend

4) **West Grey Parks, Recreation & Culture Committees:**

   West Grey Parks, Recreation & Culture Advisory Committee – The Chair and one alternate from each of the West Grey Parks, Recreation & Culture Local Committees (Ayton, Durham, Neustadt)

   West Grey Parks, Recreation & Culture Local Committee (Ayton) – Aaron Culliton, David Culliton, Jessica Farquharson, Dave Foerster, Janice Norley, Joyce Nuhn, Mary Lou Pfeffer, Sherry Pfeffer

   West Grey Parks, Recreation & Culture Local Committee (Durham) – Krista Acres, Robin Brown, Jamie Doherty, Callie Greenshields, Branda Kobe, Susan Papineau, Jack Serre, Doug Townsend, Bill Wilkinson

   West Grey Parks, Recreation & Culture Local Committee (Neustadt) – Scott Foerster, Cortnee Granger-Morten, Nelson Granger, Terri Junker, Zach Weber, Brian Zettler

   Lamlash Hall Committee – Delton Becker, Helen Becker, Larry Heipel, Sharon Heipel, Betty Hopkins, Deanna Hopkins, Michele Humphrey, Harold McKnight, Lois McKnight

2) **West Grey Police Service Building Committee** – Laura Johnston, Rob Martin, Kerri Mightyton

3) **West Grey Property Standards Committee** – Bill Chalmers, Boyde Colwell, Dave Cowan, Janice McEachnie, Robert Miller

7) **West Grey Public Library Board** – Malcolm Beddoe, Boyde Colwell, Lindsey Glazier, Michele Humphrey, Claudia Miller, Elizabeth Murray

   (Four year term consistent with Council and in accordance with Public Libraries Act)
2. All citizen appointments expire December 31, 2022, or until re-appointed by Council, unless indicated otherwise.

3. This By-law shall come into force and effect on the date of passing thereof.

Read a first and second time this 17th day of December, 2018.

Read a third time and finally passed, this 17th day of December, 2018.

Christine Robinson, Mayor

Mark Turner, Clerk
Scott Beckenhauer  
Property Roll No.: 4205 280 008 05300 0000

**Site Plan Control Area By-law Number 133 - 2018**

**Being** a By-law to establish a Site Plan Control Area within the limits of the Corporation of the Municipality of West Grey;

**Whereas**, the Corporation of the Municipality of West Grey through the County of Grey Official Plan has in effect an Official Plan containing approved policies relating to the establishment of a Site Plan Control Area;

**And whereas**, the Council of the Corporation of the Municipality of West Grey is empowered pursuant to Section 41 of The Planning Act R.S.O. 1990, Chapter P.13, as amended, to designate the whole or any part of an area defined in an Official Plan as a Site Plan Control Area;

**Now Therefore the Council of the Municipality of West Grey hereby enacts as follows:**

1. The lands described as Plan 80, Part Lots 8 & 9, Queen St. (6 Queen Street East, Elmwood), Geographic Township of Bentinck, now Municipality of West Grey, shown more particularly on Schedule "A-1" attached hereto, are hereby designated as a Site Plan Control Area as defined in Section 41 of The Planning Act R.S.O. 1990, Chapter P.13, as amended.

2. Schedule "A-1" attached hereto and all notations thereon is hereby declared to form part of this By-law.

3. This By-law shall come into force and take effect subject to Section 41 of The Planning Act R.S.O. 1990, Chapter P.13, as amended.

**Read a first and second time this 17th day of December, 2018.**

**Read a third time and finally passed this 17th day of December, 2018.**

Christine Robinson, Mayor  
Mark Turner, Clerk
Schedule "A-1" to By-law Number 133 - 2018

This map is a user-generated data, output from an ArcGIS mapping platform and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. Printed: December 12, 2018  THIS MAP IS NOT TO BE USED FOR NAVIGATION.
Corporation of the Municipality of West Grey

By-law Number 134 - 2018

Being, a by-law to enter into a Subdivision Pre-Servicing Agreement, between John Welton Custom Homebuilding Ltd., and the Municipality of West Grey;

WHEREAS the Council of the Municipality of West Grey deems it necessary in the public interest to enter into a Subdivision Pre-Servicing Agreement between John Welton Custom Homebuilding Ltd., and the Municipality of West Grey, being owners of lands described as Part Lot 24 Concession 1 Divisions 2 and 3 East of Garafraxa Road Glenelg Part 1 16R9070 Except Parts 1 & 2 16R10954; Municipality of West Grey, PIN: 372227-0380(LT);

Now therefore the Council of the Corporation of the Municipality of West Grey hereby enacts as follows:

1. That the Mayor and Clerk are hereby authorized to enter into a Subdivision Pre-Servicing Agreement between John Welton Custom Homebuilding Ltd., and the Municipality of West Grey, being owners of lands described as Part Lot 24 Concession 1 Divisions 2 and 3 East of Garafraxa Road Glenelg Part 1 16R9070 Except Parts 1 & 2 16R10954; Municipality of West Grey, PIN: 372227-0380(LT), attached as Schedule "A", hereto becomes part of this by-law.

2. That this by-law shall come into force and effect on the date of passing thereof.

Read a first and second time this 17th day of December, 2018.

Read a third time and finally passed this 17th day of December, 2018.

Christine Robinson, Mayor

Mark Turner, Clerk
SUBDIVISION PRE-SERVICING AGREEMENT

This Agreement made in triplicate this 17th day of December, 2018

BETWEEN:

JOHN WELTON CUSTOM HOMEBUILDING LTD.
(herereinafter collectively called the "Owner")

- and -

THE CORPORATION OF THE MUNICIPALITY OF WEST GREY
(herereinafter called the "Municipality")

WHEREAS the Owner is the owner of the lands in the Municipality of West Grey, in the County of Grey, described in Schedule "A" hereto (the "Lands");

AND WHEREAS the Owner proposes to subdivide the lands and is proceeding with a plan of subdivision, engineering drawings and a Subdivision Agreement;

AND WHEREAS the Owner warrants that it has received draft plan approval from The Corporation of the County of Grey for the approval of plan of subdivision 42T-2018-05 (the "Plan");

AND WHEREAS the Owner intends to immediately commence with the area grading for the subdivision as further described in the plans, drawings and reports listed in Schedule "B" (the "Works") prior to the execution and the registration of the Subdivision Agreement, and final approval and the registration of the Plan;

AND WHEREAS the Parties hereto have entered into this Subdivision Pre-Servicing Agreement (the "Agreement") for the purpose of defining the terms and conditions upon which the construction, installation and provision of the Works will be carried out internal to the subdivision;

AND WHEREAS the Owner has obtained written approval of various agencies, including the Ministry of the Environment, Conservation and Parks, the Saugeen Valley Conservation Authority, the Ministry of Natural Resources, the Ministry of Transportation and the Ministry of Citizenship and Culture to the satisfaction of the Municipality in so far as these agencies and their comments and requirements relate to the construction, installation or provision of the Works;

AND WHEREAS the Owner acknowledges that written confirmation from various utility companies that satisfactory agreements or arrangements have been reached for the provisions of their respective services is required prior to execution of the Subdivision Agreement.

NOW THEREFORE, this Agreement witnesseth that in consideration of the covenants herein contained, and other good and valuable consideration, the Parties hereto covenant and agree as follows:

PRE-SERVICING AT OWNER’S RISK

1. The Owner acknowledges and agrees that the installation, construction or provision of the Works to the Lands or external to the Lands is at its sole and complete risk. The Owner acknowledges and agrees that, should the Plan for this development for any reason be refused, final approval and the Plan is not registered, any pre-servicing authorized under this Agreement shall cease and the Owner agrees to accept full responsibility and obligation, financial and otherwise, for all servicing provided and Works that have been constructed or installed. Should the Plan be refused final approval, the Owner agrees to remove any or all Works or portions of Works if so requested by the Municipality and to rectify any situation including all making restoration as a result of construction to the satisfaction of the Municipality, if requested by the Municipality to do so.
MODIFICATIONS MAY BE REQUIRED TO ENGINEERING DRAWINGS AND PLANS

2. The Owner acknowledges and agrees that the engineering design drawings and plans as submitted have been conditionally accepted by the Municipality. The Owner agrees that it may be required to make modifications and alterations and to relocate and reconstruct some or any portions of the Works at its sole cost and expense, due to site conditions or unforeseen circumstances.

WRITTEN ACCEPTANCE OF PRE-SERVICING BY MUNICIPALITY REQUIRED

3. The Owner acknowledges and agrees that the Works for which pre-servicing may proceed must be approved in writing by the Municipality, and that only those Works that have been approved in writing may be constructed in accordance with the provisions of this Agreement and all other requirements of the Municipality and its engineers.

MUNICIPALITY MAY REQUIRE PRE-SERVICING TO STOP

4. The Owner acknowledges and agrees that if the Works, as set out in the engineering design drawings, are not being carried out in an acceptable manner and the development of the Plan is not proceeding expeditiously to the satisfaction of the Municipality, the Municipality, acting reasonably, will have the right to require the Owner to cease any or all construction activities, by written notice to the Owner in accordance with Clause 24 of this Agreement.

ESTIMATED COSTS

5. The Owner acknowledges and agrees that the total estimated costs of the Works to be constructed pursuant to this Agreement are set out in Schedule "C". The Owner acknowledges and agrees that Schedule "C" is only a preliminary estimate and that additional work may be required prior to the acceptance of the Works by the Municipality. The Owner further acknowledges that the amounts set out in Schedule "C" are estimates only and that the actual cost will be based on tender prices.

PROFESSIONAL ENGINEER

6. The Owner covenants and agrees to retain a consulting Professional Engineer (the "Engineer"), skilled and experienced in municipal work, to design, supervise, layout, inspect and certify the works, and to be responsible to the Municipality for the design, supervision, layout, inspection, maintenance and remedies until the time of final acceptance of the Works. The engineer shall maintain records and provide "record plans" to the Municipality for works undertaken and provide payment certificates for substantial performance under the Construction Lien Act.

COSTS OF CHECKING PLANS AND SPECIFICATIONS

7. The Owner agrees to pay the Municipality and/or its agent the ongoing reasonable costs for legal, planning, administrative, public works and engineering costs for the checking and verification of plans and specifications, and for the inspection of the Works on behalf of the Municipality.

AT OWNER'S COST

8. Every provision of this Agreement by which the Owner is obligated in any way is deemed to include the words "at the expense of the Owner and to the Municipality's satisfaction", unless specifically stated otherwise.

MUNICIPALITY TO HAVE UNRESTRICTED ACCESS TO LANDS

9. The Owner agrees to permit unrestricted access to the Lands to the Municipality and its agents and to the various authorities involved with approval of the Plan and construction of the Works for the purpose of inspection of the construction activities and the Works.

REGULAR MUNICIPAL INSPECTIONS

10. The Municipality will make regular site inspections as deemed necessary to ensure that construction methods conform to acceptable engineering practice.
and in accordance with the accepted drawings and specifications. If, in the opinion of the Municipality, acceptable supervision is not being provided or construction is not satisfactory, the Municipality will have the authority to order that construction operations cease by providing written notice to the contractor in charge of the construction or to the Owner’s Engineer. A copy of this clause shall be delivered by the Owner to each and every contractor engaged for construction of the Works and to the Engineer.

**Siltation and Erosion Control**

11. The Owner agrees to complete the Works as required by the agencies where they relate to pre-servicing and construction activities and to provide and maintain all siltation and erosion control facilities during and after construction to the satisfaction of the Municipality, the Conservation Authority for the entirety of the lands.

**Owner’s Solely Responsible for Design, Plans and Specifications**

12. Notwithstanding any acceptance of the engineering design given by the Municipality, neither the Municipality nor the Consulting Engineer retained by the Municipality shall in any way be responsible for the design drawings, plans or specifications and the Owner shall bear sole responsibility for the soundness of the engineering design and for ensuring that the Works required to be constructed will function as intended and will be compatible with the final approved services.

**No Work on Lands Not Owned by Owner Without Written Consent**

13. The Owner acknowledges and agrees that no work shall be carried out on lands not owned by it without the written consent of the owner of such lands and that such consent shall be forthwith filed with the Municipality.

**Other Approvals**

14. The Owner agrees that it shall forthwith obtain any and all other governmental approvals necessary for the Works and that it shall submit to the Municipality all the normal and usual plans and documents that may be required by the Municipality.

**Stormwater Flows and Sediment Wash-Off**

15. The Owner covenants and agrees to take any and all necessary steps, to the satisfaction of the Municipality, to ensure that storm water flows and sediment wash-off is controlled to the extent that downstream lands are protected from nuisance and/or damage.

**Insurance**

16. (a) The Owner agrees to file with the Municipality, prior to commencement of the Works provided for in this Agreement, a public liability insurance policy in an amount of no less than five million dollars ($5,000,000.00) (subject to the Municipality’s right to set higher limits if it considers necessary) naming the Municipality and the Engineer, as co-insured, for insurance against all damages or claims for damages. The form, content and type of insurance policy are to be subject to approval by the Municipality. The Owner shall keep the aforesaid insurance policy in effect until the guaranteed maintenance period has expired and the Works have been assumed by the Municipality.

(b) The premiums for the insurance policy shall initially be paid for a period of one (1) year. Upon execution of this Agreement and prior to commencement of each policy year the Owner shall provide a copy of the policy to the Municipality indicating full payment.

(c) The issuance of the policy of insurance shall not be construed as relieving the Owner from responsibility for other or larger claims, if any, for which it
may be held responsible.

TREE REMOVAL

17. The Owner shall remove only those trees required for the installation of Works comprising underground services, as determined in the field by the Engineer and as approved by the Municipality in writing.

SECURITY

18. (a) In order to guarantee the due performance of its covenants in this Agreement, the Owner shall, prior to execution of this Agreement, provide the Municipality with a Letter of Credit ("Letter of Credit") or cash security in addition to any monies previously deposited with the Municipality in the amount of 100% of the total estimated cost of the entire Works within the limits of the Plan and 100% of the total cost of the entire Works external to the Plan. The estimated value of the Works is outlined in Schedule "C".

(b) The Letter of Credit or cash security shall comprise of an irrevocable letter of credit from a Canadian Chartered Bank issued in accordance with terms satisfactory to the Municipality's Treasurer in the form set out in Schedule "D" and shall provide that if in the sole opinion of the Municipality, there is a default under the terms of this Agreement the Letter of Credit or cash security may thereupon be drawn or cashed in whole or in part.

(c) Except as may be permitted by the Director of Public Works, or designate, the Owner acknowledges and agrees that no reduction in the amount of the Letter of Credit filed by the Owner with the Municipality in accordance with the terms of this Agreement shall be permitted until such time as the Owner has entered into a Subdivision Agreement with the Municipality for the Lands. Thereafter, any reductions in the Letter of Credit posted by the Owner shall be completed in accordance with the terms of the said Subdivision Agreement.

(d) Prior to Registration of any Subdivision Agreement, securities shall be revised to represent 100% of the cost of uncompleted works. Complete works will be defined as works which have been accepted by the Municipality as acceptable to be placed on the Maintenance period.

DEPOSIT

19. (a) Prior to execution of this Agreement, the Owner shall deposit with the Municipality a cash deposit in the amount of 2% of the cost of the Works, as outlined in Schedule "C", for engineering fees for the review of drawings and supervision of the performance of the Works to a maximum of $10,000.00 and a cash deposit of $5,000.00 in respect of Municipality's legal costs attributable to this Agreement and other legal advice related to the development contemplated by this Agreement. The Owner agrees to reimburse the Municipality for all legal costs incurred.

(b) The Owner agrees that any accounts relating to engineering and legal work that are not covered by the deposit must be paid within thirty (30) days of submission by the Municipality and, if not paid within thirty (30) days, the Municipality shall, at its discretion, be entitled to draw on the aforementioned Letter of Credit or cash security for payment of any outstanding accounts plus an administration fee of $100.00 per outstanding account together with interest at the rate of the prime rate of the Municipality's Bank from the date the invoice was first issued. If the Municipality draws on the Letter of Credit to pay any outstanding accounts, the Owner is considered to be in default of this Agreement in which case, the Municipality, at its sole discretion, may issue a stop work order and the Owner agrees that no work may proceed until such time as the Letter of Credit is increased to its original amount.
LIMITED CONSTRUCTION ACCESS
20. The Owner covenants and agrees to:

(a) limit construction access to such roads as the Municipality may determine from time to time;
(b) maintain all access roads in good repair at all times and meet all the requirements of the Municipality’s Public Works Department if public roadways are involved; and
(c) provide dust control in order to prevent any dust problem to traffic or home occupants.
(d) provide nightly access to the residences/properties during the construction period, if necessary.
(e) provide notification to residents for service disruptions at least 48 hours in advance of such service disruptions.
(f) Within reason, accommodate local traffic to the best of the Owner’s ability.
(g) coordinate all on site requirements from the Municipality, Ontario Clean Water Agency, other utilities as necessary and to host a pre-construction meeting with all relevant parties.
(h) post a construction signs(s) per provincial standards.
(i) complete a road closure application for notification to emergency services, if necessary.

SIGNAGE
21. The Owner agrees to construct, at its expense, signs at each access point to the Lands stating that the property is “PRIVATE PROPERTY” and “NO ACCESS IS PERMITTED AT ANY TIME”. The signs shall be at least 1.2 metres by 1.2 metres and the lettering and colouring shall be to the Municipality’s satisfaction. The signs shall not be removed until the Subdivision Agreement has been executed at which time signs as required by the Subdivision Agreement must be posted in their place. The Owner acknowledges that all roads on the Lands are private roads and the Municipality is under no obligation to assume or maintain them.

MUNICIPALITY NOT OBLIGATED TO COMPLETE ANY OUTSTANDING WORKS
22. The Owner agrees that should it fail to complete any of the Works contemplated by this Agreement, the Municipality is under no obligation whatsoever to complete all or any portion of the Works but the Municipality has the right to complete the Works if it chooses to. Notwithstanding the foregoing, the Owner agrees that the Municipality shall, at its sole discretion, have the right to enter onto the Lands to take whatever action it deems necessary to safeguard the health and welfare of the residents of the Municipality including, but without limiting the generality of the foregoing, to filling in holes, blocking off access, posting signs and leveling terrain, at the Owner’s expense. The Owner further agrees to indemnify the Municipality, its agents or servants, from any and all claims that may arise as a result of any actions taken by the Municipality pursuant to this clause.

NOTICE
23. Where this Agreement requires notice to be delivered by one party to the other, such notice shall be in writing and delivered either personally or by facsimile transmission by one party to the other party at their addresses and facsimile numbers noted below. Such notice shall be deemed to have been given, if by personal delivery, on the date of delivery, and if by facsimile transmission or e-mail, on date of delivery of electronic confirmation of receipt obtained:

(a) To the Municipality:
The Corporation of the Municipality of West Grey
402813 Grey Rd. 4, RR#2
Durham, ON
N0G 1R0
Attention: Mark Turner, Clerk
Phone: (519) 369-2200

(b) To the Owner:
John Welton Custom Homebuilding Ltd.
685 Riddell Rd, Unit 6
Orangeville, ON
L9W 5J7
Attention: John Welton
Phone: (519) 341-6443

or such other address as the Owner has provided to the Municipality Clerk in writing and any notice faxed or delivered shall be deemed good and sufficient notice under the terms of this Agreement.

INDEMNITY

24. (a) The Owner agrees to indemnify and save harmless the Municipality and its agents or servants against all actions, causes of action of any kind including causes of action of negligence, suits, claims and demands whatsoever in tort, contract or otherwise which may arise either directly or indirectly by reason of the Owner undertaking pre-servicing pursuant to this Agreement.

(b) It is specifically understood and agreed that inspections of any aspect of construction, review by the Municipality or any damage or interference resulting from winter road maintenance or any other works or actions undertaken by the Municipality, its agents or servants (which are hereinafter specifically agreed to be acting as agents of the Owner with respect to such work) shall impose no liability upon the Municipality to the Owner and the Owner specifically agrees that it will make no such claim.

SEVERABILITY

25. If any of the provisions of this Agreement are found by a court of competent jurisdiction to be unenforceable it shall not affect the enforceability of each and every other clause contained herein.

TRANSFER OF OWNERSHIP

26. In the event of any transfer of any beneficial ownership of interest in the Lands or in the event of any change in the ownership of the principals of the Owner, then, at the sole discretion of the Municipality, this Agreement may be terminated upon written notice by the Municipality being provided in accordance with Clause 24.

BINDING ON SUCCESSORS AND ASSIGNS

27. This Agreement shall be binding upon and enure to the benefit of the parties hereto, their respective heirs, executors, successors or assigns as the case may be.

SCHEDULES

28. The following schedules attached hereto form an integral part of this Agreement:

(a) Schedule "A" – Legal Description of the Lands;
(b) Schedule "B" – Drawings and Reports;
(c) Schedule "C" – Estimated Construction Costs; and
(d) Schedule "D" – Form of Letter of Credit
REGISTRATION OF AGREEMENT

29. The Owner covenants and agrees that this Agreement and any schedules attached hereto may be registered upon title to the Lands and that such registration shall be at the instance of the Municipality and at the Municipality’s sole and absolute discretion. The Owner further covenants and agrees to pay all costs associated with the preparation and registration of this Agreement, as well as all other costs incurred by the Municipality as a result of the registration of any other documents or instruments pertaining to this Agreement, including but not limited to, any amendment thereto.

NO FETTERING OF DISCRETION

30. Notwithstanding any other provision of this Agreement, the Owner expressly acknowledges and agrees that none of the provisions of this Agreement (including a provision stating the parties’ intention) is intended to operate, nor shall have the effect of operating, in any way to fetter the discretion of the Municipality and its Council in the exercise of any of its discretionary powers, duties or authorities, including without limitation, the authority to approve, approve with conditions or deny draft plan approval of the Plan filed by the Owner. The Owner expressly acknowledges and agrees that it will not obtain any advantageous planning or other consideration or treatment, including approval of a draft plan of subdivision for the Lands, by virtue of it having entered into this Agreement.

NO BUILDING PERMITS UNTIL REGISTRATION OF PLAN

31. Except as may be provided in a model home agreement with the Municipality, the parties agree that the provisions of this Agreement constitute “other applicable law” pursuant to the Building Code Act, 1992, S.O. 1992, c. 23, as amended, and that the Owner expressly agrees to not apply for any building permits until final approval of the Plan has been obtained and a Subdivision Agreement is registered on title to the Lands and that this provision may be pleaded by the Municipality in any action or proceeding as an estoppel of any denial of such right.

REQUIREMENTS OF SUBDIVISION AGREEMENT

32. The parties acknowledge that all requirements of any Subdivision Agreement executed pursuant to s.51 of the Planning Act for the subject lands are applicable, except where altered by this Agreement.

RESTRICTIONS TO SERVICING THE LANDS

33. The Owner agrees that servicing of the Lands is not permitted and services are not to be constructed until a separate agreement is entered into and securities are in place in support of that separate agreement.

IN WITNESS WHEREOF the Parties hereto have hereunto affixed their corporate seals under the hands of their officers properly authorized in that behalf.

SIGNED, SEALED & DELIVERED

JOHN WELTON CUSTOM HOMEBUILDING LTD.

__________________________ c/s
John Welton
President

I have authority to bind the corporation.

THE CORPORATION OF THE MUNICIPALITY OF WEST GREY

Per:

__________________________ c/s
Christine Robinson, Mayor
We have authority to bind the corporation.
SCHEDULE “A”

LEGAL DESCRIPTION OF THE LANDS

PIN:

Part Lot 24 Concession 1 Divisions 2 and 3 East of Garafraxa Road Glenelg Part 1 16R9070 Except Parts 1 & 2 16R10954; Municipality of West Grey, Being PIN 37227-0380 (LT)
List of Drawings

<table>
<thead>
<tr>
<th>Drawing</th>
<th>Rev. #</th>
<th>Rev. Date</th>
<th>Title</th>
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<td>October 30, 2018</td>
<td>Lot Grading Plan</td>
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<tr>
<td>C14</td>
<td>0</td>
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<td>Stormwater Management Pond</td>
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<td>0</td>
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<td>Erosion and Sedimentation Control Plan</td>
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### SCHEDULE “C”
**ESTIMATED CONSTRUCTION COSTS**

#### Table 1
Sunrise Homes Subdivision Area Grading
Securities Cost Estimate
Municipality of West Grey

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<th>Item</th>
<th>Tender Cost Summary</th>
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<td>Contingency Allowance</td>
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<td>Rock Elev. / Demolition</td>
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<td>$1,000.00</td>
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<td>2.0</td>
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<td>Supply, Install, Maintain and Remove Site Fence</td>
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**Notes:**
1. The estimated construction costs are provided for budgetary purposes only. This is not to be interpreted as a guarantee by Cobide Engineering Inc. of the actual cost.
SCHEDULE “D”

FORM OF LETTER OF CREDIT

Sample - Letter of Credit to be provided as security to the Municipality of West Grey for the completion of all site works as approved in the Pre-Servicing Agreement.

NAME OF BANK
BRANCH OR DEPARTMENT
ADDRESS

DATE
NO.

LETTER OF CREDIT

TO: The Corporation of the Municipality of West Grey

We hereby authorize you to draw on Bank Name and Address, for the account of our customer, up to an aggregate amount of 00/100 Dollars ( ) available on demand as follows:

Pursuant to the request of our Customer, we Bank Name hereby establish and give to you an irrevocable Standby Letter of Credit (the "credit") in your favour in the total amount of 00/100 Dollars ( ) which may be drawn on by you at any time and from time to time upon written demand for payment made upon us by you, which demand we shall honour without inquiring whether you have a right as between yourself and our Customer to make such demand and without recognizing any claim of our customer.

Provided, however, that you are to deliver to us at such time as written demand for payment is made upon us a certificate purported to be signed by an authorized officer of the Municipality of West Grey, agreeing and/or confirming that monies drawn pursuant to this Credit No. , will be retained and used by you to meet any obligations in connection with the Agreement.

The amount of this Credit shall be reduced from time to time as advised by notice in writing given to this branch from time to time by you.

This credit will continue to the day of and will expire at the Branch address at the close of banking business on that date.

It is condition of this Credit that it shall be deemed to be automatically extended for one year from the present or any future expiration date hereof, unless 30 days before any such date we notify you in writing by Registered Mail that we elect not to consider this Credit renewed for any such additional period. Upon receipt by you of such notice, you may draw by means of your demand accompanied by your written certification, that the amount will be retained and used by you to meet obligations incurred or to be incurred in connection with the Agreement. Partial drawings are permitted.

Bank

SIGNED

6745696.1
Corporation of the Municipality of West Grey

By-law Number 135 - 2018

Being, A by-law to enter into a Financing Agreement respecting the Elmwood Community Centre, between the Municipality of Brockton, Elmwood Community Centre Board, and the Municipality of West Grey;

Whereas, the Municipal Act, S.O. 2001, Chapter 25, section 20, as amended, allows one or more municipalities to enter into an agreement to jointly provide for any matter which all of them have the power to provide within their boundaries;

Now therefore the Council of the Corporation of the Municipality of West Grey hereby enacts as follows:

1. That the Mayor and Clerk are hereby authorized to enter into a Financing Agreement respecting the Elmwood Community Centre, between the Municipality of Brockton, Elmwood Community Centre Board, and the Municipality of West Grey, attached as Schedule "A", hereto becomes part of this by-law.

2. That this by-law shall come into force and effect on the date of passing thereof.

Read a first and second time this 17th day of December, 2018.

Read a third time and finally passed this 17th day of December, 2018.

Christine Robinson, Mayor  
Mark Turner, Clerk
SCHEDULE ‘A’ to BY-LAW 135-2018

FINANCING AGREEMENT

BETWEEN:

The Corporation of the Municipality of Brockton
100 Scott Street, Walkerton, Ontario N0G 2V0
(Hereinafter referred to as “Brockton”) Of the First Part

AND

The Corporation of the Municipality of West-Grey
402813 Grey Road 4, Durham, Ontario, N0G 1R0 (Hereinafter referred to as “West-Grey”) Of the Second Part

AND

The Elmwood Community Centre Board
(Hereinafter referred to as the “ECCB”) Of the Third Part

WHEREAS the Elmwood Community Centre land is owned by both Brockton and West-Grey such that Brockton and West Grey have entered into an Agreement to assign the management and operation of the Elmwood Community Centre and associated recreational facilities to the Joint Elmwood Community Centre Board (hereinafter referred to as the “ECCB”);

AND WHEREAS the ECCB is comprised of appointed members that manage joint recreation programs and the operation of the Elmwood Community Centre building and associated facilities;

AND WHEREAS Brockton and the ECCB have approved a renovation to the kitchen facilities in the Elmwood Community Centre building that is supported by West-Grey (the “Project”)

AND WHEREAS the ECCB has raised funds to contribute to the capital improvements for the Project and the ECCB will invest the initial financing for these capital improvements;

AND WHEREAS the ECCB has requested bridge financing assistance from Brockton in the amount of fifty thousand dollars ($50,000.00) to proceed with activities relating to the Project;

NOW THEREFORE the above-named parties agree to the following:

1. Brockton shall obtain a debenture that shall not exceed the amount of $50,000.00 for the purpose of financing expenses arising from the Project (the “Loan”).

2. The ECCB shall raise funds for the Project and repay Brockton the Loan of $50,000.00 in full by remitting annual payment(s) no later than the 10th December each year.

3. The ECCB shall make the annual payments on the Loan as per the repayment schedule which will be determined by Brockton once the debenture is finalized.

4. The ECCB may at any time remit payments to retire the Loan earlier.

5. In the event the ECCB cannot adhere to the repayment terms described above, the ECCB shall be required to present to Council and propose a resolution and request an extension for repayment of the outstanding balance of the Loan.

6. In the event the ECCB no longer has sufficient volunteers or fundraising efforts cease, both West Grey and Brockton will equally share the outstanding debt owed to Brockton.
7. Brockton shall assist the ECCB with fundraising for the Project by applying for grant funding, should Brockton staff determine the Project meets applicable criteria.

8. The term of this Agreement shall begin at the time of signing and remain in full force and effect until repayment of the Loan has been completed in full.

9. Any notices to be sent by a party to this Agreement shall be sent to the following representatives:

**Brockton**
Eric McDougall, Parks, Recreation and Facilities Supervisor
100 Scott Street, Walkerton, ON N0G 2V0
(519) 881-2223 ext. 202

**West-Grey**
Stephanie Pavao, Manager of Parks, Recreation & Culture
(519) 369-2200 ext. 240

**ECCB**
Dale Ahrens, Representative
(519) 374-4494

10. The ECCB shall report to Brockton and West-Grey as needed or when requested and will provide the organization and research needed to complete the Project.

11. The ECCB shall comply with Purchasing Policy and Procedures, disposal of Surplus Assets Policy and grant application process.

12. Brockton and West-Grey shall have final decision making power with respect to financial requests as may be made by the ECCB and the Project.

13. The ECCB shall keep all members informed of decisions and progress of the Project through emails and conference calls. The ECCB shall submit minutes of all ECCB meetings where the Project or the Loan is discussed to Brockton and West-Grey as soon as is reasonably practicable. The ECCB shall also submit all documents, information and financial records that Brockton or West-Grey may request from time to time to the staff person designated by either Brockton or West-Grey as the case may be.

14. Any changes to the original plan proposed for the Project must be reviewed and approved by Brockton and West Grey staff and/or Council as Brockton and West Grey staff deems necessary or desirable in their sole discretion.

15. Brockton and West-Grey jointly support the Project and any additional funding that may be required and requested by the ECCB shall be shared equally between West-Grey and Brockton.

16. Once the Project is completed, all assets will be the joint property of Brockton and West-Grey.

17. THAT this Agreement shall inure to and be binding upon the parties hereto, their successors and assigns, and shall not be revoked, altered or amended without the written consent of the participants.

**THIS AGREEMENT** made in duplicate on the day of , 2018.

Signed and sealed on behalf of the Corporation of the Municipality of Brockton
this day of , 2018

Signed on behalf of the Elmwood Community Centre Board
this day of , 2018

Chris Peabody, Mayor
Chair, Dale Ahrens
Fiona Hamilton, Clerk

Signed and sealed on behalf of the Corporation of the Municipality of West Grey this day of , 2018

Christine Robinson, Mayor

Mark Turner, Clerk
Corporation of the Municipality of West Grey

By-law Number 136 - 2018

Being, A by-law to enter into an Elmwood Community Centre Joint Recreation Agreement, between the Municipality of Brockton and the Municipality of West Grey;

Whereas, the Municipal Act, S.O. 2001, Chapter 25, section 20, as amended, allows one or more municipalities to enter into an agreement to jointly provide for any matter which all of them have the power to provide within their boundaries;

Now therefore the Council of the Corporation of the Municipality of West Grey hereby enacts as follows:

1. That the Mayor and Clerk are hereby authorized to enter into an Elmwood Community Centre Joint Recreation Agreement, between the Municipality of Brockton and the Municipality of West Grey, attached as Schedule “A”, hereto becomes part of this by-law.

2. That this by-law shall come into force and effect on the date of passing thereof.

Read a first and second time this 17th day of December, 2018.

Read a third time and finally passed this 17th day of December, 2018.

Christine Robinson, Mayor

Mark Turner, Clerk
SCHEDULE "A" TO BY-LAW 136-2018

ELMWOOD COMMUNITY CENTRE JOINT RECREATION AGREEMENT

THIS AGREEMENT, made this 18th day of September, 2018

BETWEEN

The Corporation of the Municipality of West Grey
(hereinafter called the party of the first part)

and

The Corporation of the Municipality of Brockton
(hereinafter called the party of the second part)

WHEREAS section 20(1) of the Municipal Act, 2001, S.O. 2001, c.25 as amended allows Municipalities to enter into an agreement with one or more municipalities to jointly provide for their joint benefit, any matter which they have the power to provide within their own boundaries; and

WHEREAS the title and ownership of the Elmwood Community Centre and appurtenant lands is in the names of both the Municipality of Brockton and the Municipality of West Grey; and

WHEREAS the parties now deem it necessary and desirable to enter into a formal agreement for the management and operation of the Elmwood Community Centre and associated recreation facilities and to assign the responsibility for the management of recreation programs at the said community recreation facilities;

NOW THEREFORE WITNESSED in consideration of the mutual terms and conditions hereinafter set forth, the parties covenant and agree as follows:

1. That, pursuant to the Municipal Act, 2001, as amended a joint Elmwood Community Centre Board be established to manage joint recreation programs and the operation of the Elmwood Community Centre Hall and the facilities associated with the Elmwood Community Centre property and Elmwood Lions Club park as described in section 11 and shall hereinafter be referred to as "the Board".

2. The Board shall consist of seven members appointed as follows:
   - One member of Brockton Council
   - One member of West Grey Council
   
   Four members of the general public, two residing in the Municipality of Brockton and two residing in the Municipality of West Grey plus one member at large, as recommended by the Elmwood Chamber of Commerce and accepted by the Board. One of the public appointees shall be designated by the Board to act as a liaison between the Elmwood Community Centre Board and the Elmwood Chamber of Commerce.

3. Council appointments shall coincide with the term of the Municipal Councils.
4. Upon passing of this by-law, public appointments shall be for a four-year term. Board members shall commence their annual terms of office on January 1st of each year.

5. Appointments of Council to the Board and replacement appointments for any reason are the exclusive right of the Councils of the respective participating municipalities. The Council of a municipality may designate another member of the Council to act as alternative representative to attend meetings of the Board in the absence of appointed members. The alternative representative shall have voting rights.

6. The Board shall appoint a Secretary and/or Treasurer who shall receive a yearly honorarium as set by the Board. The duties and responsibilities of the Secretary and/or Treasurer shall be as defined by the Board and this (these) positions do not have voting rights.

7. The Board shall be responsible to have its financial records audit ready on an annual basis and the records shall be audited on a yearly basis by a bona fide municipal auditor appointed by the Board as its municipal auditor. The fee charged for this audit will be the responsibility of the Board and will be included in the Board's yearly budget as an operating expense.

8. The Elmwood Community Centre buildings and property shall be covered for insurance purposes under the Board's insurance policies, the fee associated with such coverage as well as any deductibles due and payable will be the responsibility of the Board and will be included in the Board's yearly budget as an operating expense.

9. If at any time the Board requires an advancement of funds on an emergency basis for any capital project or capital acquisition or for cash flow purposes the Board shall make such request, in writing, to both Brockton and West Grey municipal councils. Any such requests must be approved by both municipal councils before funds are provided and the funds provided will be divided equally between the two municipalities. It should be noted that advancement of funds are to be on an emergency basis and should not occur on a regular basis.

10. The Municipalities of Brockton and West Grey shall each provide annual operating funds of $15,000 to the Elmwood Community Centre, 50% on January 15th and 50% on August 15th in each year. Annual capital funds of $3500 each are transferred when the Board request the fund for capital purchases.

11. **Authority Duties and Responsibilities**

The role of the Joint Elmwood Community Centre Board shall pertain to the Elmwood Community Centre, Park and Ball Diamond and the Elmwood Lions Park. The role of the Joint Elmwood Community Centre Board shall be achieved by advocating on behalf of and developing recommendations for Brockton and West Grey Council, via the municipal representatives within the following objectives:

   a) policies governing the planning, development and direction of parks;

   b) agreements, contracts, leases and/or partnerships to enhance and enable the provision of park services;

   c) establish rates and fees for equitable and affordable access;
d) ensure that the Community Centre and Parks are financially sustainable and viable over a long term and to develop financial strategies for long term organizational self-efficiency;

e) ensure that facilities are safe, economical and cost effective while at the same time allowing equal access to all

12. Function

The Board shall function as follows:

a) the Board shall elect a Chairperson annually, who shall preside over Board meetings;

b) the Board shall elect a Vice-Chairperson annually and in the absence of the Chairperson shall act as Chairperson;

c) the Board shall appoint a Secretary and/or Treasurer for the Board

d) To hold regular monthly meetings, or more often at the call of the Chairperson or Vice-Chairperson when acting for the Chairperson, or at the request of a majority of Board Members. Notification must be given at least 24 hours in advance. All members shall be notified of meetings whether regular or special.

e) The Chairperson shall have a vote on any and all matters.

f) A tie vote shall defeat the motion.

g) To prepare, annually, an estimate of operating revenues and expenditures for submission to and approval by each of the participating Municipal Councils by November 15th of each year and to make to the Councils full and complete annual and other reports as required. All parties to the agreement must approve the Board's annual budget as submitted or as amended on an annual basis and this mutual approval must be received prior to any new capital project being initiated or the commencement of any fundraising for a new capital expenditure.

h) To review annually the rates and fees for all programs and the terms and conditions of any rental agreements.

i) To ensure that proper tendering and purchasing procedures are followed for the acquisition of equipment, goods, and services. The Board shall follow the requirements of Brockton's current Procurement of Goods and Services By-law for this purpose. Appendix A- The Corporation of the Municipality of Brockton By-Law No. 2014-047

i. All Grant applications for the Elmwood Community Centre shall be processed under the Municipality of Brockton's policies and procedures.

ii. The Elmwood Community Centre processes purchases using the Municipality of Brockton's HST number.

j) To ensure that Brockton's Municipal Alcohol Policy is implemented and enforced for any function that involves the consumption of alcohol held at facilities under the management of the Board as described in section 12.

k) To ensure that proper records are kept, especially pertaining to registration, the number of participants in each program, and the
use of the facilities, and such records shall be presented regularly to the Board.

l) To ensure that proper and adequate controls are in effect for the receipt of and accounting for all revenues.

m) To regularly review all financial transactions and compare to the budget approved under item (g) above.

n) To ensure that all participating Councils receive copies of the Minutes of all Board meetings and the Board Treasurer shall report monthly to the Board. The Board Treasurer shall promptly report to the Council of each participating municipality, in writing, on any event which may cause a substantial adverse effect on financial results.

o) To submit an annual report to the Councils of the participating municipalities on activities of the Board for the previous year. Such report to accompany the Board’s annual submission of its estimates for ensuing year.

p) The Board shall obtain approval from the Councils of each of the participating municipalities before commencing the solicitation of funds or the conducting of fund-raising projects for either operating or capital projects.

q) The annual operation deficits or surpluses resulting from the use and operation of community recreation facilities and all other recreation programs plus approved capital projects shall be shared on the following percentage.

Corporation of the Municipality of West Grey 50%
Corporation of the Municipality of Brockton 50%
100%

r) The cost of all future capital additions, replacements or improvements shall be shared as per the percentages in section 13(q) above.

s) There shall be a Reserve Fund established by the Municipality of Brockton as part of its financial records identified as the Elmwood Community Centre Reserve Fund. This Reserve Fund shall be used primarily for Elmwood Community Centre future capital projects and also for purposes of off setting any year end operating surpluses or deficits of the Board. The Reserve Fund will be kept in a separate interest-bearing account. Any additions to or withdrawals from the Reserves shall be authorized by a motion of the Board which must then receive approval of both municipal councils. Any operating surplus at the calendar year end must be transferred to this Reserve Fund and any operating deficit at year end must be withdrawn from this Reserve Fund. Any contributions to Reserve Fund for future capital projects must be identified as to the proposed project and will be recorded separately as such in the financial records for the Reserve Fund.

t) In carrying out the provisions of this agreement, the Board shall, at all times, be the agent of the participating municipalities and while acting bona fide within the limits of the authority of this agreement, neither the Board nor any member thereof, shall incur any liability by reason of anything done or left undone by the Board, provided, however, that nothing in the paragraph contained shall authorize or empower the Board to incur any
debt, liability or obligation for which their municipalities shall become liable, without having previously obtained the consent of the Councils of the participating municipalities.

13. **Rules and Regulations**

The rules and regulations contained in this by-law shall be observed in all proceedings of the Joint Elmwood Community Centre Board and shall be the rules and regulations for the dispatch of business by the Joint Elmwood Community Centre Board.

a) Monthly meetings shall be held at a place and time agreed upon by the Board unless suspended by motion of the Board.

b) The Chairperson may at any time, summon a special meeting.

c) When the Chairperson is absent or refuses to act or the office is vacant, the Vice-Chairperson or presiding officer appointed from those members present shall act in the place and stead of the Chairperson and while so acting, may exercise all the rights, powers and authority of the Chairperson.

d) The Chairperson or presiding officer may expel from a meeting, anyone who engages in improper conduct.

e) All meetings shall be open to the public.

f) Notwithstanding Section 14(e) above, a meeting of the Board may be closed to the public if the subject matter being considered relates to:

   i. the security of the property of the municipality or local board;
   
   ii. personal matters about an identifiable individual, including municipal or local board employees;
   
   iii. a proposed or pending acquisition or disposition of land by the municipality or local board;
   
   iv. labour relations or employee negotiations;
   
   v. litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
   
   vi. advice that is subject to solicitor-client privilege, including communications necessary for that purpose
   
   vii. a matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act;
   
   viii. information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;
   
   ix. a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
   
   x. a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value;
   
   xi. a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board;
   
   xii. a request under the Municipal Freedom of Information and Protection of Privacy Act, if the council, board, commission or other body is the head of an institution for the purposes of that Act;
xiii. an ongoing investigation respecting the municipality, a local board or a municipally-controlled corporation by the Ombudsman appointed under the Ombudsman Act, and Ombudsman referred to in subsection 223.13 (1) of this Act, or the investigator referred to in subsection 239.2 (1);

xiv. the meeting is held for the purpose of educating or training the members, and at the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee.

g) Before all or part of a meeting is closed to the public, the Board shall state by resolution:

i. the fact of the holding of the closed meeting;

ii. the general nature of the matter considered at the closed meeting.

h) Subject to subsection (i) below a meeting shall not be closed to the public during the taking of a vote.

i) Despite subsection m) of section 19 a meeting may be closed to the public during a vote if,

i. subsection (f) permits or requires a meeting to be closed to the public and,

ii. the vote is for a procedural matter or for giving directions or instruction to officers, employees or agents of the Board or person retained by or under contract with the Board and shall relate only to the items under section (f) above.

j) Meetings or sessions which are closed to the public may be referred to as closed sessions.

14. Agendas and Supporting Material

a) The Secretary shall prepare agendas and the agendas shall be generally formatted as follows but modifications to the matters to be included or order of business may be affected without requiring amendment to this by-law. Agendas shall be circulated at least five (5) calendar days prior to all meetings.

   1) Disclosure of Pecuniary Interest
   2) Delegations
   3) Minutes of Previous Meeting(s)
   4) Treasurer’s Report
   5) Business Items
   6) Adjournment

b) The business of the Board shall be taken up in the order as listed on the agenda unless otherwise decided by the Chairperson or presiding officer.

15. No Quorum

If no quorum is present one-half hour after the time appointed for a meeting, the Secretary shall record the names of the members present and the meeting shall stand adjourned until the date of the next regular meeting or until rescheduled.
16. **Duties of the Chairperson**

It shall be the duty of the Chairperson or other presiding officer:

a) to open the meeting by taking the chair and calling the members to order;

b) to announce the business before the Board in the order in which it is to be acted upon;

c) to receive and submit, in the proper manner, all motions presented by the members;

d) to put to vote all questions which are moved and seconded, or necessarily arise in the course of the proceedings, and to announce the result;

e) to decline to put to vote motions which infringe upon the rules of procedure;

f) to enforce on all occasions the observance of order and decorum among the members;

g) to call by name any member persisting in breach of the rules or order of the board thereby ordering the member to vacate the board meeting;

h) to authenticate by signature all by-laws, resolutions and minutes of the board;

i) to inform the Board when necessary or when referred to for the purpose, on a point of order or usage;

j) to select the members of the Board who are to serve on Committees;

k) to represent and support the Board, declaring its will and implicitly obeying its decisions in all things;

l) to ensure that the decisions of the Board are in conformity with the laws and by-laws governing the activities of the Board;

m) to adjourn the meeting without question in the case of grave disorder arising in the Board meeting;

n) to order any individual or group in attendance at the meeting to cease and desist any behavior which disrupts the order and decorum of the meeting and to order the individual or group to vacate the Board meeting where such behavior persists.

17. **Conduct of Members of the Board and Guests**

No member shall:

a) use offensive words or unparliamentarily language in or against the Board or against any member, staff or guest;

b) disturb another, of the Board, staff or guest, by an disorderly conduct disconcerting to the speaker or the assembly;

c) speak on any subject other than the subject in debate;
d) resist the rules of the Board or disobey the decisions of the Chairperson or presiding officer or of the Board on questions of order or practice or upon the interpretation of the rules of the Board;

e) leave a meeting without first obtaining permission from the Chairperson or presiding officer;

f) be permitted to retake their seat after being ordered to vacate, having committed a breach of any rule of the Board, until the next meeting and without making an apology to the Board;

g) interrupt the member who has the floor except to raise a point of order.

18. Rules of Procedure

a) Delegations shall provide at least 48 hours notice prior to any meeting to the Secretary of a request to address the Board and such request shall identify the topic of discussion.

b) No person shall be allowed to address the Board or speak in debate without permission of the Chairperson or presiding officer.

c) A motion must be formally seconded before the question can be put or a motion recorded in the minutes.

d) A motion to amend shall:

i. be dealt with by the Board before a previous amendment or the main motion;

ii. not be further amended more than once, provided that a further amendment may be made to the main motion;

iii. be relevant to the main motion;

iv. not propose a direct negative to the main motion.

e) Once read or stated by the Chairperson or presiding officer a motion may not be withdrawn without the consent to the majority of the members.

f) Immediately prior to voting on a motion, the Chairperson or presiding officer shall state the question in the precise form it is to be recorded in the minutes, including any amendment to the question.

g) After a motion as amended is finally put, no member shall speak to the question nor shall any other motion be made until after the vote is taken and the result is declared.

h) Members shall not speak more than once to the same question without the consent of the Chairperson or presiding officer.

i) In an unrecorded vote, the manner of determining the decision on a motion shall be at the discretion of the Chairperson or presiding officer and may be by voice, show of hands, standing or otherwise.

j) Where a vote is taken for any purpose and a member requests, before or after the vote, that the vote be recorded, each member present, except a member disqualified from voting by any Act, shall, in an order determined by the Chairperson or presiding officer, announce their vote openly, and any failure to vote by a qualified
member shall be deemed to be a negative vote and the Secretary shall record each vote.

k) The Chairperson or presiding officer, except where disqualified to vote, may vote on all questions and when so doing, shall vote last.

l) Except where expressly provided in Statute, any question on which there is an equality of voters shall be deemed to be defeated.

m) Subject to subsection (i) of Section 14 no vote shall be taken by ballot or any other method of secret voting and every vote so taken is of no effect.

n) Unless otherwise authorized by the Chairperson or presiding officer, all members, staff and guests shall address the Board through the Chair and only when recognized to do so.

o) When two or more members seek to address the Board, the Chairperson or presiding officer shall designate the member who may speak first.

p) Any member may require the question or motion under discussion to be read at any time during the debate but not so as to interrupt a member while speaking.

q) The following matters and motions may be introduced orally without written notice and without permission except as otherwise provided by these rules:
   a. a point of order or personal privilege;
   b. presentation of petitions;
   c. to lay on the table (to defer temporarily);
   d. to postpone indefinitely or to a specific day;
   e. to move the previous question (immediate vote on the main motion).

r) The following motions may be introduced without notice and without permission:
   a) to refer;
   b) to adjourn;
   c) to amend;
   d) to suspend the rules of procedure.

19. Points of Order and Privilege

   a) The Chairperson or presiding officer shall preserve order and decide questions of order.

   b) The Board, if appealed to, shall decide the question without debate and its decision shall be final.
20. **General**

a) In all matters and under all circumstances, the members shall make a disclosure of pecuniary interest and the general nature thereof on the agenda and the Secretary shall record this disclosure of pecuniary interest.

b) Individuals or groups which are listed on an agenda or are otherwise approved to appear before the Board shall be limited to not more than fifteen (15) minutes except that a delegation consisting of more than five (5) persons shall be limited to two (2) speakers each limited to speaking not more than ten (10) minutes.

c) Any procedure under this agreement which is discretionary and not mandatory under statute may be suspended with the consent of a majority of the members present.

22. Either party to this Agreement may terminate this Agreement upon one (1) year written notice of termination to the other party, in which case this Agreement shall terminate one (1) year following the delivery of such notice. The party that receives the notice shall have the right to acquire the fifty (50) percent share of the assets of the Elmwood Community Centre owned by the party that provided the notice. The final details as to how the value of the fifty percent share of the assets of the Elmwood Community Centre is determined will be finalized by mutual agreement of both parties within the one (1) year notice period. If a mutual agreement cannot be reached between the two parties on the value or disposition of the assets then a final decision will be rendered by a mutually agreed upon mediator. This Agreement shall remain in force and effect during the one(1) year notice period as well as any mediation period that may extend beyond the one (1) year notice period.

23. This by-law shall be reviewed by both municipal Councils for any possible amendments prior to December 31st, 2018.
The Corporation of the Municipality of West Grey

By-law Number 137 - 2018

Being, a By-law to confirm the proceedings of the Council of the Corporation of the Municipality of West Grey;

Whereas, pursuant to Section 5 of the Municipal Act, 2001, as amended, the powers of a Municipal Corporation shall be exercised by its Council;

And whereas, Section 9 of the Municipal Act, 2001, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas, it is deemed expedient that the proceedings of the December 5 & 17, 2018 meetings of the Council of the Corporation of the Municipality of West Grey, be confirmed by By-law;

Now therefore, the Council of the Corporation of the Municipality of West Grey hereby enacts as follows:

1. The actions of the Council of the Corporation of the Municipality of West Grey at its meetings held on December 5 & 17, 2018, in respect to each motion and resolution passed and any other action taken by Council at these meetings are hereby adopted and confirmed as if such proceedings were expressly embodied in this By-law.

2. The Mayor and proper Officials of the Corporation of the Municipality of West Grey are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Municipality of West Grey, referred to in the preceding section thereof.

3. The Mayor and Clerk are authorized and directed to execute all documents necessary in that behalf, and to affix the Seal of the Corporation of the Municipality of West Grey thereto.

4. That this By-law shall come into force and take effect upon being passed by Council.

Read a first, second and third time and finally passed this 17th day of December, 2018.

Christine Robinson, Mayor  
Mark Turner, Clerk