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

Agenda
Municipality of West Grey Committee of the Whole
To be Held on Monday, May 28, 2018 at 9:00 a.m.
At the Council Chambers – West Grey Municipal Office

1. Call to Order 9:00 a.m.

2. Declarations of Pecuniary Interest

3. Closed Session - None

REGULAR AGENDA: 9:05 a.m.

4. Matters Arising from the Closed Session – n/a

5. Public Meetings - None

6. Delegations - None

7. Business Arising From Previous Meeting

8. Staff Reports 9:10 a.m.

   Director of Infrastructure and Public Works – Report COW #05/28/18 (attachment)
   Director of Finance/Treasurer – Report COW #05/28/18 (attachment)
   Fire Chief – Report COW #05/28/18 (attachment)
   Cathy Sweeney, Economic Development, Tourism & Promotions – Report COW #05/28/18 (attachment)
   Clerk – Report COW #05/28/18 (attachment)
   CAO/Deputy Clerk – Report COW #05/28/18 (attachment)

9. New Business

10. Adjournment

*Please Note: all times are approximate, and are subject to change.
REPORT TO
COMMITTEE OF THE WHOLE

<table>
<thead>
<tr>
<th>Department:</th>
<th>Public Works</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date:</td>
<td>May 28, 2018</td>
</tr>
<tr>
<td>Prepared by:</td>
<td>Director of Infrastructure and Public Works</td>
</tr>
</tbody>
</table>

Subject #1: Road Supervisor’s Report

Staff have been busy with the following activities:

- Approximately 35,000 tonnes of maintenance gravel applied during the last week of April through the first week of May
- Staff are now grading and applying Calcium Chloride to the gravel.
- Started the application of spraying grass around guiderails
- Rain days, staff are washing up and making small repairs to the winter equipment

Subject #2: Utilities Supervisor's Report

Staff have been busy with the following activities:

- Repairing grass boulevards from sidewalk winter plow damage
- Completed placing fill at landfill scales approach ramps. Working towards getting scales operational sometime early June
- Completed wet well maintenance at Durham and Neustadt Lift Stations. The Utilities Supervisor indicated that the Durham lift station is the worst he has ever seen in regards to debris.

DIPW#1 & 2: for COW information/discussion

Subject #3: Equipment

- The Street Sweeper is requiring a major engine repair. The Department is currently sourcing for a used engine block.
• One Ton Update - Leslie Motor’s has been able to provide a truck as tendered. The truck has been delivered and awaiting the placement of the dump body at Noble Truck Bodies in Shallow Lake.

PW#3: For COW information/discussion

Subject #4: Contracted Work

Maintenance Gravel
Harold Sutherland Construction Ltd completed the application of 10,000 tonnes of gravel to Bentinck and 10,000 tonnes to Normanby. Dalton Lowe Construction completed the application of 15,000 tonnes of gravel to Glenelg

Application of Calcium Chloride(CaCl)
DaLee Dust Control have commenced with the supplying and placement of 35% CaCl. This work is expected to be completed by May 30th. Pollard Highway Products will commence with the supplying and placement of 20% CaCl the week of May 28th and is expected to be completed sometime the week of June 18th pending weather.

PW#4: For COW information/discussion

Subject#5: Staffing Issues

• Currently working on the second replacement of the Bentinck Landfill Attendant. Interviews to commence shortly
• Summer Student applications for Parks have been received and expecting to have students in place by June 4th

PW#5: For COW information/discussion

Subject #6: Fuel Supply

Background:
The Director has been approached by Brad Duncan from McDougall Energy the successful vendor for the Grey County Fuel tender. He has offered West Grey the opportunity to join Grey County along with other local municipalities for the supply of fuel over the next five years. Currently,
West Grey is getting diesel delivered to the Patrol sheds for Rack Price plus Federal Excise Tax as noted below in the table plus HST and a delivery charge by the current vendor Bird Fuels of 1.5 cents per litre for diesel and 3 cents per litre for furnace oil.

The Department, West Grey Police Services and Fire Department are obtaining gasoline from the Esso Station in Durham that provides a 3.5 cent per litre reduction to the posted price. West Grey also has accounts with the FS Station in Hanover and Ayton Automotive that provide no reduction to the posted rates.

Based on the cost provided in Table 1 below from McDougal Energy, there would be significant savings for gasoline for the Departments listed above and modest savings to diesel and furnace oil for Public Works and other West Grey facilities that heat with Furnace Oil.

The Department would have to purchase three 1300L tanks plus pumps for the rural sheds, purchase one 2200L and 4,500L tank plus a pumps for the Durham Elizabeth Street Facility plus the cost of electrical. See Table 2 below.

### Table 1

<table>
<thead>
<tr>
<th>Fuel Type</th>
<th>Price based on May 23rd Rack Price</th>
<th>Federal Tax</th>
<th>HST</th>
<th>Delivery</th>
<th>Total price/litre</th>
<th>Net Cost/litre</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clear Diesel</td>
<td>90.6</td>
<td>18.3</td>
<td>13%</td>
<td>0</td>
<td>$1.23</td>
<td>$1.11</td>
</tr>
<tr>
<td>Coloured Diesel</td>
<td>90.6</td>
<td>4</td>
<td>13%</td>
<td>0</td>
<td>$1.07</td>
<td>$0.96</td>
</tr>
<tr>
<td>Regular Gas</td>
<td>86.3</td>
<td>24.7</td>
<td>13%</td>
<td>0</td>
<td>$1.25</td>
<td>$1.13</td>
</tr>
<tr>
<td>Mid Grade Gas</td>
<td>90.8</td>
<td>24.7</td>
<td>13%</td>
<td>0</td>
<td>$1.31</td>
<td>$1.18</td>
</tr>
<tr>
<td>High Test Gas</td>
<td>95.3</td>
<td>24.7</td>
<td>13%</td>
<td>0</td>
<td>$1.36</td>
<td>$1.22</td>
</tr>
<tr>
<td>Furnace Oil</td>
<td>94.1</td>
<td>0</td>
<td>13%</td>
<td>0</td>
<td>$1.06</td>
<td>$0.96</td>
</tr>
</tbody>
</table>

### Table 2

<table>
<thead>
<tr>
<th></th>
<th>1,300 litre Tank</th>
<th>2,200 litre Tank</th>
<th>4,500 litre Tank</th>
<th>Electrical</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Durham Shed</td>
<td>$3120</td>
<td></td>
<td></td>
<td>$500</td>
<td>$3,620</td>
</tr>
<tr>
<td>Old Grey Shed</td>
<td></td>
<td>$4,872</td>
<td></td>
<td>$500</td>
<td>$5,282</td>
</tr>
<tr>
<td>Bentinck Shed</td>
<td>$2,556</td>
<td></td>
<td></td>
<td>$500</td>
<td>$3,056</td>
</tr>
<tr>
<td>Normanby Shed</td>
<td>$2,556</td>
<td></td>
<td></td>
<td>$500</td>
<td>$3,056</td>
</tr>
<tr>
<td>Glenelg Shed</td>
<td>$2,556</td>
<td></td>
<td></td>
<td>$500</td>
<td>$3,056</td>
</tr>
</tbody>
</table>

**Approximate Total Cost** $18,500

The Director recommends that the funds be taken out of the 2018 Housing Budget Reserve

**PW#6: Seeking COW approval to proceed**
Subject #7: Traverston Bridge Update

Background:
The Director provided Council with information regarding the urgency of providing an inspection of the above noted bridge at the May 7th Council meeting. Council provided the Director guidance to do what is deemed necessary to provide public safety.
Upon inspection, the Director took the appropriate action to close the bridge due to the significant deterioration of the north east corner steel truss and bottom stringer at the main truss bearing plate. (See attached photos)
The Department contacted the Emergency Responders, Bus Companies Canada Post and all residents between Concession 8 and Grey Road 12 advising of the Closure.
The Department has placed signage at the above noted intersections and barricaded the access to the bridge.

Next Steps
The Consulting Engineer has recommended that the deterioration is beyond reasonable repair and is not considered an option due to the structure age. The Department will await the findings of the Consultant’s Glenelg Bridge Study in determining the fate of the Traverston Bridge.
PW#7: for COW information/discussion

Decisions respecting these subjects support the following Strategic Priority and Goals identified in the approved West Grey 2020 Action Plan:

**Strategic Goal**

1. The long-term financial sustainability of the Municipality
   
   A.3 Asset Management Planning

3. Providing information and communicating with the public
   
   C.1 Municipal Communication

Respectfully submitted

Brent Glasier, C.E.T.
Director of Infrastructure and Public Works
Date: May 28, 2018.

Grey County Tax Policy Summary Report
Further to the request at the March 19th Council meeting, attached is a copy of the Grey County Committee Report FR-CW-11-18 regarding 2018 Tax Policy which addresses the Farmland Tax Class Ratio as well as Vacant Unit Rebate Program for Commercial and Industrial properties. The issue of Farmland Assessment review had previously been included in the March 27, 2017 Director of Finance/Treasurer Report FTR 03-27-17.

FTR#1 Recommendation: For Information Purposes

West Grey Loves Canada Request for Funding
Attached is an email request for increased support for the West Grey Loves Canada event. The 2018 Grants to Organizations included $500 for this event.

FTR#2 Recommendation: Seeking Council Direction

Words Aloud Request for Funding
Attached is a request for increased support for the Words Aloud event. The 2018 Grants to Organizations included $500 for this event.

FTR#3 Recommendation: Seeking Council Direction

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.
Recommendation

1. That Report FR-CW-11-18 regarding 2018 property tax policies be received; and

2. That the 2017 tax policies remain the same for 2018 for:
   - Tax Ratios
   - Tax Reductions for Mandated Subclasses of Vacant Lands
   - Tax Reductions for Farmland Awaiting Development Subclasses
   - Optional Classes of Property; and

3. That the County utilize all of the optional capping tools available in order to move as many commercial properties towards full current value assessment (CVA) based taxation; and

4. That the necessary By-laws be drafted for Council’s consideration and approval; and

5. That future reports be provided to Council on any recommended changes and/or updates to the current Tax Relief and Rebate Programs, and any recommended changes to the current vacant unit rebate program for Council consideration.
Executive Summary

- Report provides background and advice to Council to establish annual tax policy decisions.
- Responsibility of upper-tier municipality to pass by-laws relating to tax policy decisions.

Background and Discussion

The purpose of this report is to provide County Council with the background and advice to enable the County to establish tax policies that affect how the County of Grey apportions the tax burden by property class, as well as between the nine local municipalities.

It is also the responsibility of the upper-tier municipality to pass by-laws relating to tax policy decisions. In preparation for this report, the tax policy items set out below were discussed on February 23rd with the local municipal treasurers and staff to receive their input and endorsement of the items in this report.

Tax Ratios

County Council establishes the relative tax burden for multi-residential, commercial, industrial and pipeline classes annually. Property tax ratios determine how a property class municipal tax rate compares with the residential tax rate which is legislated to equal 1.0. For instance, if the tax ratio for the commercial class is 2.0, a commercial property would pay twice the amount of municipal property tax as a similar valued residential property. The farm tax class and managed forest tax class have a prescribed ratio of 0.25. Municipalities have the flexibility to set a tax ratio for the farm tax class below 0.25, however, this reduction would only apply to the municipal portion of the tax bill.

In setting tax ratios for all other property classes, municipalities must do so within the guidelines prescribed by the Province. Council may choose to adopt:

1. Either the current tax ratio for any class,
2. Establish a new tax ratio for the year that is closer to or within the Range of Fairness, as shown in Table 1 – Tax Ratio Summary,
3. Utilize restated revenue neutral transition ratios to mitigate reassessment related tax shifts between classes in accordance with the regulated calculations.
<table>
<thead>
<tr>
<th>Realty Tax Class</th>
<th>2017 Ratios</th>
<th>Ranges of Fairness</th>
<th>Threshold Ratios</th>
<th>Subject to Levy Restriction</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Lower Limit</td>
<td>Upper Limit</td>
<td>Threshold</td>
</tr>
<tr>
<td>Residential</td>
<td>1.000000</td>
<td>1.00</td>
<td>1.00</td>
<td>-</td>
</tr>
<tr>
<td>Farm</td>
<td>0.250000</td>
<td>0.00</td>
<td>0.25</td>
<td>-</td>
</tr>
<tr>
<td>Managed Forest</td>
<td>0.250000</td>
<td>0.25</td>
<td>0.25</td>
<td>-</td>
</tr>
<tr>
<td>New Multi-Residential</td>
<td>1.000000</td>
<td>1.00</td>
<td>1.10</td>
<td>-</td>
</tr>
<tr>
<td>Multi-Residential</td>
<td>1.441197</td>
<td>1.00</td>
<td>1.10</td>
<td>2.00</td>
</tr>
<tr>
<td>Commercial</td>
<td>1.306940</td>
<td>0.60</td>
<td>1.10</td>
<td>1.98</td>
</tr>
<tr>
<td>Resort Condominium</td>
<td>1.000000</td>
<td>1.10</td>
<td>1.10</td>
<td>-</td>
</tr>
<tr>
<td>Industrial</td>
<td>1.858187</td>
<td>0.60</td>
<td>1.10</td>
<td>2.63</td>
</tr>
<tr>
<td>Landfill</td>
<td>1.000000</td>
<td>0.60</td>
<td>1.10</td>
<td>25.00</td>
</tr>
<tr>
<td>Pipeline</td>
<td>0.906848</td>
<td>0.60</td>
<td>0.70</td>
<td>-</td>
</tr>
</tbody>
</table>

The Municipal Property Assessment Corporation (MPAC) updates property values in Ontario every four years. The 2016 assessment update reflects the current values of properties as of January 1, 2016, versus the values used for the 2013 through 2016 taxation years, which were based on a valuation date of January 1, 2012.

Updates in assessment values are being made as part of a four year phase-in, with 2018 being year two of the phase-in. Reassessment changes will not affect the municipal revenue because tax rates must be restated (revenue-neutral tax rate).

However the reassessment will affect the overall distribution of the tax burden as there are differences in the rate of value appreciation and/or depreciation, which vary between individual properties, tax classes, and between local municipalities in a two-tier jurisdiction.

In order to mitigate the inter-class tax shifts associated with reassessment, the County would need to adjust tax ratios in other classes. By doing so it would likely be possible to approximate the balance of taxation realized in 2017, but not mirror it precisely. By retaining the 2017 tax ratios the following revenue neutral tax levy upper-tier tax shifts occur:
Table 2 - Revenue Neutral Tax Levy Upper-Tier Inter-Class Shifts

<table>
<thead>
<tr>
<th>Realty Tax Class</th>
<th>County General Levy</th>
<th>Inter-Class Shifts</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2017 as Revised</td>
<td>2018 Notional Levy</td>
</tr>
<tr>
<td>Residential</td>
<td>$45,457,800</td>
<td>$45,254,100</td>
</tr>
<tr>
<td>Farm</td>
<td>$1,875,500</td>
<td>$2,110,000</td>
</tr>
<tr>
<td>Managed Forest</td>
<td>$110,800</td>
<td>$121,400</td>
</tr>
<tr>
<td>New Multi-Residential</td>
<td>$14,100</td>
<td>$14,400</td>
</tr>
<tr>
<td>Multi-Residential</td>
<td>$1,221,700</td>
<td>$1,234,400</td>
</tr>
<tr>
<td>Commercial</td>
<td>$4,563,400</td>
<td>$4,519,700</td>
</tr>
<tr>
<td>Resort Condominium</td>
<td>$866,700</td>
<td>$849,300</td>
</tr>
<tr>
<td>Industrial</td>
<td>$1,004,000</td>
<td>$1,010,300</td>
</tr>
<tr>
<td>Landfill</td>
<td>$5,600</td>
<td>$5,700</td>
</tr>
<tr>
<td>Pipeline</td>
<td>$137,400</td>
<td>$137,600</td>
</tr>
<tr>
<td><strong>Total</strong> (Taxable + PIL)</td>
<td><strong>$55,257,000</strong></td>
<td><strong>$55,256,900</strong></td>
</tr>
</tbody>
</table>

Small differences due to rounding.

Shifts in tax levy dollars between classes occur when the market values of some properties increase, while others remain the same, or decrease, as compared to what their value in 2012.

As previously stated, as well as tax shifts between classes, shifts also occur between local municipalities within a two-tier structure.

Table 3 - Revenue Neutral Tax Levy Inter-Municipal Shifts

<table>
<thead>
<tr>
<th>Local Municipality</th>
<th>County General Levy</th>
<th>Inter-Municipal Shifts</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2017 as Revised</td>
<td>2018 Notional Levy</td>
</tr>
<tr>
<td>Chatsworth</td>
<td>$2,879,600</td>
<td>$2,894,400</td>
</tr>
<tr>
<td>Georgian Bluffs</td>
<td>$6,034,800</td>
<td>$6,002,500</td>
</tr>
<tr>
<td>Grey Highlands</td>
<td>$6,441,700</td>
<td>$6,502,900</td>
</tr>
<tr>
<td>Hanover</td>
<td>$2,798,400</td>
<td>$2,772,600</td>
</tr>
<tr>
<td>Meaford</td>
<td>$6,324,500</td>
<td>$6,292,100</td>
</tr>
<tr>
<td>Owen Sound</td>
<td>$7,916,600</td>
<td>$7,823,200</td>
</tr>
<tr>
<td>Southgate</td>
<td>$3,017,500</td>
<td>$3,075,400</td>
</tr>
<tr>
<td>Blue Mountains</td>
<td>$14,467,400</td>
<td>$14,440,400</td>
</tr>
<tr>
<td>West Grey</td>
<td>$5,376,600</td>
<td>$5,453,400</td>
</tr>
<tr>
<td><strong>Total</strong> (Taxable + PIL)</td>
<td><strong>$55,257,100</strong></td>
<td><strong>$55,256,900</strong></td>
</tr>
</tbody>
</table>

Small differences due to rounding.
Farm Tax Class Ratio

As illustrated in the Inter-Class Shifts Table 2 above, the farmland tax class is seeing a shift of $234,500 in taxation in 2018. This is the result of the farmland tax class incurring a greater rate of change in market value updates. On a County-wide basis, the overall increase in Full CVA is in excess of 70%.

Table 4 - Farmland – Reassessment Trends and Impacts

<table>
<thead>
<tr>
<th>Local Municipality</th>
<th>Full CVA (Destination)</th>
<th>Market Value Update</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Farm Values</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Jan. 1, 2012</td>
<td>Jan. 1, 2016</td>
</tr>
<tr>
<td>Chatsworth</td>
<td>$183,445,600</td>
<td>$304,602,200</td>
</tr>
<tr>
<td>Georgian Bluffs</td>
<td>$139,921,400</td>
<td>$229,108,200</td>
</tr>
<tr>
<td>Grey Highlands</td>
<td>$363,447,500</td>
<td>$655,091,600</td>
</tr>
<tr>
<td>Hanover</td>
<td>$2,526,100</td>
<td>$3,009,900</td>
</tr>
<tr>
<td>Meaford</td>
<td>$195,231,400</td>
<td>$292,419,400</td>
</tr>
<tr>
<td>Owen Sound</td>
<td>$2,196,400</td>
<td>$3,289,700</td>
</tr>
<tr>
<td>Southgate</td>
<td>$315,655,600</td>
<td>$590,157,300</td>
</tr>
<tr>
<td>Blue Mountains</td>
<td>$121,928,000</td>
<td>$152,465,400</td>
</tr>
<tr>
<td>West Grey</td>
<td>$417,586,800</td>
<td>$746,861,100</td>
</tr>
<tr>
<td><strong>County Wide</strong></td>
<td><strong>$1,741,938,800</strong></td>
<td><strong>$2,977,004,800</strong></td>
</tr>
</tbody>
</table>

The farm property class is considered to be a special tax incentive class and inclusion is based on ownership, use and occupancy criteria. Looking at farmland, captured by the farm property class only, is not sufficient to fully consider how the bottom line taxes are changing for farms and farmers. A proportion of a farms property tax is made up of portions that fall into other tax classes. It is important to consider this and to understand how farm taxes are changing.

The most common combination of a farm property is a farm mixed with a residential portion associated with a farm house or other non-farm related improvements. The home and barn are valued on a replacement cost model derived from comparable farms. One acre of land along with the farmhouse is classified and taxed as residential. This one acre under a farmhouse is assessed significantly less than what a 1 acre residential lot typically sells for. The remainder of the land and all farm related out buildings are classified and taxed in the farm property class and subject to tax rates that are 25% of those of the residential property tax class.

The assessment roll as returned for 2018 taxation indicates there are 7,713 roll numbers (properties) in the County that fall in the farm property class. Approximately 58% of all properties that make up the farm class have at least one other portion on the same roll number that is captured by another property class. Further, 81% of farm property portions within the County are part of multi-portion farms.
Table 5 – Farm Class versus Whole Farm Property

<table>
<thead>
<tr>
<th>Municipality</th>
<th>Farm Class Only</th>
<th>Multi-Portion Farms</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Farm Class Rolls</td>
<td>Farm Property Portions</td>
</tr>
<tr>
<td>Chatsworth</td>
<td>952</td>
<td>1,676</td>
</tr>
<tr>
<td>Georgian Bluffs</td>
<td>797</td>
<td>1,368</td>
</tr>
<tr>
<td>Grey Highlands</td>
<td>1,524</td>
<td>2,729</td>
</tr>
<tr>
<td>Hanover</td>
<td>13</td>
<td>22</td>
</tr>
<tr>
<td>Meaford</td>
<td>985</td>
<td>1,663</td>
</tr>
<tr>
<td>Owen Sound</td>
<td>26</td>
<td>56</td>
</tr>
<tr>
<td>Southgate</td>
<td>1,309</td>
<td>2,222</td>
</tr>
<tr>
<td>Blue Mountains</td>
<td>457</td>
<td>772</td>
</tr>
<tr>
<td>West Grey</td>
<td>1,650</td>
<td>2,884</td>
</tr>
<tr>
<td>County-Wide</td>
<td>7,713</td>
<td>13,372</td>
</tr>
</tbody>
</table>

Since farm properties are not only impacted by the assessment change of the farm tax class alone, as there are multiple portions to these properties, a further analysis of these properties is required.

Table 6 – Typical Farm Property Changes – All Farm Rolls: Single Portion and Multi-Portion Farms

<table>
<thead>
<tr>
<th>Municipality</th>
<th>Average Phased CVA</th>
<th>2017 Tax</th>
<th>2018 Tax</th>
<th>2018 Tax Shift</th>
<th>2017 County Tax</th>
<th>2018 County Tax</th>
<th>$ Tax Change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2017</td>
<td>2018</td>
<td>% Change</td>
<td>County</td>
<td>Local</td>
<td>County</td>
<td>Local</td>
</tr>
<tr>
<td>Chatsworth</td>
<td>325,258</td>
<td>361,608</td>
<td>11.18%</td>
<td>$576</td>
<td>$985</td>
<td>$608</td>
<td>$1,034</td>
</tr>
<tr>
<td>Georgian Bluffs</td>
<td>304,538</td>
<td>338,005</td>
<td>10.99%</td>
<td>$560</td>
<td>$828</td>
<td>$592</td>
<td>$880</td>
</tr>
<tr>
<td>Grey Highlands</td>
<td>412,303</td>
<td>466,327</td>
<td>13.10%</td>
<td>$762</td>
<td>$1,115</td>
<td>$811</td>
<td>$1,176</td>
</tr>
<tr>
<td>Hanover</td>
<td>317,827</td>
<td>328,382</td>
<td>3.32%</td>
<td>$657</td>
<td>$1,452</td>
<td>$653</td>
<td>$1,176</td>
</tr>
<tr>
<td>Meaford</td>
<td>328,225</td>
<td>357,343</td>
<td>8.87%</td>
<td>$584</td>
<td>$1,251</td>
<td>$607</td>
<td>$1,308</td>
</tr>
<tr>
<td>Owen Sound</td>
<td>147,757</td>
<td>161,261</td>
<td>9.14%</td>
<td>$253</td>
<td>$919</td>
<td>$300</td>
<td>$963</td>
</tr>
<tr>
<td>Southgate</td>
<td>397,187</td>
<td>453,976</td>
<td>14.30%</td>
<td>$681</td>
<td>$1,332</td>
<td>$728</td>
<td>$1,398</td>
</tr>
<tr>
<td>Blue Mountains</td>
<td>431,761</td>
<td>453,122</td>
<td>4.95%</td>
<td>$809</td>
<td>$845</td>
<td>$821</td>
<td>$859</td>
</tr>
<tr>
<td>West Grey</td>
<td>405,430</td>
<td>459,928</td>
<td>13.44%</td>
<td>$656</td>
<td>$1,139</td>
<td>$701</td>
<td>$1,201</td>
</tr>
<tr>
<td>County-Wide</td>
<td>375,753</td>
<td>420,716</td>
<td>11.97%</td>
<td>$660</td>
<td>$1,113</td>
<td>$698</td>
<td>$1,169</td>
</tr>
</tbody>
</table>

Average assessment and corresponding taxes for all properties with a farm classification. Considers single portion farms and all elements of multi-portion farm properties.

Table 7 – Medium or Typical Residential and Farm Value and County Taxes

<table>
<thead>
<tr>
<th>RTC/RTQ</th>
<th>Description</th>
<th>Property Code</th>
<th>2017 CVA</th>
<th>2018 CVA</th>
<th>% CVA Change</th>
<th>2017 County Tax</th>
<th>2018 County Tax</th>
<th>$ Tax Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>RT</td>
<td>Single Family Home</td>
<td>301</td>
<td>$236,500</td>
<td>$239,000</td>
<td>1.06%</td>
<td>$866</td>
<td>$858</td>
<td>($8)</td>
</tr>
<tr>
<td>RT</td>
<td>Seasonal Recreational Dwelling</td>
<td>392</td>
<td>$344,000</td>
<td>$351,000</td>
<td>2.03%</td>
<td>$1,259</td>
<td>$1,260</td>
<td>$1</td>
</tr>
<tr>
<td>RT</td>
<td>Farm House</td>
<td>211</td>
<td>$128,050</td>
<td>$135,800</td>
<td>6.05%</td>
<td>$469</td>
<td>$486</td>
<td></td>
</tr>
<tr>
<td>FT</td>
<td>Farmland</td>
<td>211</td>
<td>$314,625</td>
<td>$362,050</td>
<td>15.07%</td>
<td>$288</td>
<td>$325</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Average Total Farm</td>
<td></td>
<td>$442,675</td>
<td>$497,850</td>
<td>12.46%</td>
<td>$757</td>
<td>$811</td>
<td>$54</td>
</tr>
</tbody>
</table>

Medium or typical property in each group represents a property with an assessed value at or near the midpoint or median for the group and a percent change in assessment for the year or near the median for the group. Assessment data provided in Table 7 by Online Property Tax Analysis (OPTA) website on behalf of the Ministry of Finance.
Table 8 – Scenario of Reducing Farm Ratio to 0.220000

<table>
<thead>
<tr>
<th>Realty Tax Class</th>
<th>2018 Revenue Neutral</th>
<th>Inter-Class Shifts</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Status Quo</td>
<td>Scenario 0.220000</td>
</tr>
<tr>
<td>Residential</td>
<td>$45,254,024</td>
<td>$45,462,343</td>
</tr>
<tr>
<td>Farm</td>
<td>$2,110,032</td>
<td>$1,865,378</td>
</tr>
<tr>
<td>Managed Forest</td>
<td>$121,409</td>
<td>$121,969</td>
</tr>
<tr>
<td>New Multi-Residential</td>
<td>$14,443</td>
<td>$14,509</td>
</tr>
<tr>
<td>Multi-Residential</td>
<td>$1,234,404</td>
<td>$1,240,088</td>
</tr>
<tr>
<td>Commercial</td>
<td>$4,519,669</td>
<td>$4,540,480</td>
</tr>
<tr>
<td>Resort Condominium</td>
<td>$849,270</td>
<td>$853,180</td>
</tr>
<tr>
<td>Industrial</td>
<td>$1,010,407</td>
<td>$1,015,051</td>
</tr>
<tr>
<td>Landfill</td>
<td>$5,698</td>
<td>$5,724</td>
</tr>
<tr>
<td>Pipeline</td>
<td>$137,617</td>
<td>$138,251</td>
</tr>
<tr>
<td><strong>Total (Taxable + PIL)</strong></td>
<td><strong>$55,256,973</strong></td>
<td><strong>$55,256,973</strong></td>
</tr>
</tbody>
</table>

Reducing Farm ratio from 0.25 to 0.22

The tax ratio illustrated in Table 8, is based on a Farm tax ratio 0.22 for 2018 as per the Grey County Federation of Agriculture’s presentation on January 25, 2018. This ratio change would result in a tax shift back to the residential class in the amount of $208,319.

Farming is an important sector to the County’s local economy; however changes in tax ratios have an impact on all other tax classes. Whenever reassessment occurs, tax shifts are inevitable as there are different rates of change in market values.

The Ontario Government implemented Current Value Assessment (CVA) in 1998 with the intent of bringing consistency in property assessments across the province and fair tax treatment to all taxpayers. Adjusting tax ratios to maintain tax burden percentages by tax class undermines this principle.

Tax policy decisions should be made based on a strategic policy objective of the County and not based on shifts in assessment. The assessment based system is based on the principle that the amount of property taxation paid is indicative of the valuation that properties are assessed relative to all others.

**Recommendation – County of Grey adopt the 2017 year’s actual tax ratios for use in setting the 2018 tax rates.**
Tax Reductions for Mandated Subclasses

The County has historically used the legal default reduction of 30% for commercial and 35% for industrial property classes, and the alternative to having two rates is to set a uniform discount rate for both classes anywhere between 30% and 35%.

The percentage set for a sub-class applies to any vacant unit rebates granted to properties within the class. As of 2017, Municipalities have been given the opportunity to consider more significant changes to the treatment of these sub-classes, including but not limited to:

- Altering discount percentages outside the 30-35% range;
- Eliminating reductions for municipal purposes; and
- Disconnecting the sub-class discounts from those applied to vacancy rebates.

What the Province has not done, is provide any specific menu of options to pick from. It is up to each municipal jurisdiction to craft their own local policies. Municipalities interested in pursuing policy refinements and enhancements must take on the policy making task locally and submit their desired program designs to the Province for review and consideration. It is recommended that a planned approach be developed:

- Determine Policy Interests
- Develop Policy
- Engage Stakeholders
- Prepare Provincial Submission
- Council Endorsement and Submission

This item has been discussed with the Local Treasurers and staff. Direction was given that at this time the treatment of vacant land and excess land and the vacant unit rebate program be continued, but that policy development be commenced in order to refine general eligibility in order to improve the clarity and correctness of the vacant unit program.

Once policy elements and objectives have been agreed upon by the Local Treasurers, County Council endorsement, stakeholder engagement, and a provincial submission will be required. The deadline to submit a notification to the Minister for changes for 2018 is March 1, 2018 and August 1, 2018. The County intends to work with its tax consultant MTE and the Local Treasurers in developing changes to the current vacant unit rebate and possibly make a submission to the Minister in 2018.

**Recommendation – County of Grey continue to use reductions of 30% for commercial and 35% for industrial vacant lands/units in 2018. As well, that in 2018 the County of Grey pursues policy changes to the current vacant unit rebate program for Council and Stakeholder consideration, and that any desired**
program changes, if endorsed by Council, be submitted to the Province for review and consideration.

New Agri-Food Business Sub-Classes for Farms

As part of the Province’s 2017 Ontario Economic Outlook and Fiscal Review (Fall Budget), the Minister of Finance announced new property sub-classes. These new sub-classes will be *optional for municipal purposes* and are intended to give municipalities a means of incenting/supporting small scale Agri-Food enterprises. As of the date of drafting this report, the details regarding these new sub-classes have not been set out in regulation. Therefore it is difficult to incorporate these new classes into a tax policy model.

The newly announced sub-classes will be a component of the commercial and industrial classes but distinct from existing sub-classes in a number of ways. They will be optional for municipal purposes and will not apply unless adopted. They will only apply to commercial or industrial portions of rolls that also include a portion included in the farm property class.

Rather than applying to a physical identifiable property, or portion of a property, they apply to a portion of the property’s value and will exist only for taxation purposes. These sub-classes with have a uniform class specific reduction of 75% and will attract larger discounts than the current sub-classes, which default at 30% and 35% for commercial and industrial sub-classes.

If adopted, the first 50,000 of commercial or industrial assessment attached to a farm property will be taxed at 25% of the rate that would otherwise be applied. These new property sub-classes are to promote and support small-scale agri-food businesses, and improvements valued at greater than 1,000,000 will not be eligible.

The following simplified illustration shows how the new sub-class option might impact a farm property with a small commercial component.

<table>
<thead>
<tr>
<th>Retail Property</th>
<th>Current</th>
<th>With Sub-Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classification</td>
<td>CT</td>
<td></td>
</tr>
<tr>
<td>CVA</td>
<td>125,000</td>
<td>75,000</td>
</tr>
<tr>
<td>Tax Ratio</td>
<td>1.306940</td>
<td>1.306940</td>
</tr>
<tr>
<td>Discount</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>County Tax Rate</td>
<td>.00469319</td>
<td>.00469319</td>
</tr>
<tr>
<td>County Tax Levy</td>
<td>$587</td>
<td>$351</td>
</tr>
</tbody>
</table>

The Minister has indicated that these new sub-classes will be available for 2018 taxation, however, the necessary updates and regulations still need to be finalized. Once the sub-classes are created, it will then be necessary for the Municipal Property
Assessment Corporation (MPAC) to classify any eligible properties and issue amended assessment notices.

It is not believed that these new sub-classes will be available in time to implement into actual 2018 tax levy or tax rate calculations. Therefore, if the County of Grey were to consider implementing these new sub-classes for 2018, the County and Local Municipalities would then need to plan for these discounts as tax write-offs in 2018.

Without the actual regulations and having these eligible properties being identified by MPAC, it is difficult to calculate the potential tax implications. It is being recommended that the County not adopt these optional sub-classes for 2018 and this option be reviewed in 2019. These properties will still incur tax relief in 2018 with the discount in provincial education taxes being implemented.

**Recommendation – County of Grey not adopt these optional sub-classes for 2018 for these commercial and industrial agri-food business sub-classes on farm properties. That these optional sub-classes be considered for municipal purposes in 2019 once regulations have been finalized and these properties have been classified by MPAC.**

**Tax Reductions for Farmland Awaiting Development Subclasses**

Two categories of Farmland awaiting development are possible:

I. Type 1 with subdivision registered, may be taxed at between 25% - 75% of the residential tax rate;
II. Type 4 with building permit issued, may be taxed at up to 100% of zoned class rate.

**Recommendation – County of Grey shall leave the Type 1 at a tax rate of 25% and the Type 4 to be taxed up to 100% of the zoned class rate.**

**Optional Classes of Property**

The County of Grey in 2005 established a Resort Condominium property class and in 2012 established a New Multi-Residential property class. At this time there does not appear to be any need to add any new optional property classes.
Tax Rates

By-law No. 5002-18, a By-law to Adopt the Estimates and Revenue and Expenditures for the Year 2018 was adopted by Council on January 25, 2018.

Recommendation – the Director of Finance prepare a general rating by-law, based on the recommended 2018 tax policy items, for 2018 Tax Rates, for approval by County Council.

Other Policies

The following policies have been adopted by Council in the past and legislation does not require ratification or reconsideration on an annual basis. They are mentioned here as information to Council. These by-laws are planned to be reviewed and any proposed changes and/or updates to these current tax relief and rebated programs will be brought to Council in a future report.

Tax Relief to Certain Elderly and Disabled Persons who are Owners of Real Property in the County of Grey – This by-law provides for deferral of the annual eligible amount for the eligible property.

Tax Rebate Program for the purposes of Providing relief from taxes on Eligible Property Occupied by Eligible Charities – This by-law provides a tax rebate program for the purposes of providing relief from taxes or amounts paid on taxes on eligible property owned by eligible charities or similar organizations.

Tax Rebate Program for the purposes of Providing relief from taxes on Eligible Property Used and Occupied by Branches of the Royal Canadian Legion and Similar Organizations – This by-law provides rebates in the amount of 100 per cent of taxes levied for veterans’ clubhouses, athletic grounds, and legion halls for the taxation years 2011 to 2020.

Business Class Tax Capping Options

As of the 2016 tax year, the Province provided municipalities with enhancements for additional flexibility in the business property tax capping program. Municipalities were provided with additional flexibility to manage the business tax capping program by adjusting capping parameters to increase progress towards Current Value Assessment (CVA) tax levels.

These enhancements provided municipalities with the option to exit or phase-out from the capping program, if doing so would have a limited impact on business properties. A municipality would be eligible for a four-year phase-out from the capping program once the municipality has no capped properties beyond 50% of the CVA level taxes in the
property class. Municipalities with no properties currently remaining in the capping program were eligible to exit the program immediately.

In addition to the continuation of the opt-out and phase-out options, the Province introduced a new calculation option for 2017 capping. The option allowed the municipality to limit protection levels to any outstanding capping protections related to prior reassessment cycles, while flowing through any tax increases resulting from the current reassessment.

For 2017 County Council endorsed using all of the optional capping tools available in order to move as many properties as possible towards full CVA based taxation, including the 2017 provision to flow-through current reassessment cycle increases.

Preliminary estimates for 2018 indicate that the County’s tax capping parameters will permit the County to be eligible to adopt the four-year phase-out program for the commercial class, without a net class shortfall. If any funding shortfall was to exist it would be funded from general revenues of each of the municipalities including the County. The County portion would be expensed to the tax write off account in 2018.

**Recommendation – That the County utilize all of the optional capping tools available in order to move as many commercial properties towards full current value assessment (CVA) based taxation.**

**Legal and Legislated Requirements**

Assessment Act, R.S.O. 1990, c.A. 31

Municipal Act, 2001, and the various supporting regulations

**Financial and Resource Implications**

The information and recommendations contained in this report has no impact on the County’s 2018 budget instead it reflects how the County and Local Municipality’s tax levies will be distributed among the various property tax classes.

The Director of Finance has prepared this report with consultation with Local Municipal Treasurers and with the services of the County’s tax consultant Municipal Tax Equity (MTE).

**Relevant Consultation**

☒ Internal CAO Kim Wingrove

☒ External Local Municipal Treasurers and Staff, and the County’s tax consultant Municipal Tax Equity (MTE).
Appendices and Attachments

None
Hi Kerri, thought I would send you an update of West Grey Loves Canada.

Yes, the WGD Lions agreed to change the name from Durham Loves Canada to West Grey Loves Canada. We are starting to get participation from the communities: firefighters from Neustadt, Ayton and Durham, West Grey Police, the Thundercats, Agricultural Society, Saugeen Valley and we are still trying for more.

This year our West Grey Loves Canada expenditures are approximately $24,000 with an estimated income of $10,000. To date we have received $3,200 from Heritage Canada.

Primary areas that we are asking for financial assistance is fireworks ($6,000) and Community Centre fees ($1,000). I included a copy of our preliminary poster, still additions and changes to be made, but gives a good idea of the day.

I am hoping the Municipality of West Grey will assist with some of these expenditures again this year.

You previously stated the budget donation amount is $500, while any amount will be appreciated, $1,000 or $2,000 would be very helpful.

Thank you,
Maureen Belanger
WGD Lions, President

Hi Maureen

Our draft 2018 budget includes a donation of $500 to the West Grey – Durham Lions for Canada Day (similar to years prior to Canada 150).

Any questions, let me know.

Thanks,
Kerri, the West Grey Durham Lions are going to have their Canada Day Event on Sunday July 1st 2018
I am wondering if West Grey will be able to provide financial assistance for this upcoming event?
We are aiming for something comparable to this past Canada Day 150 and potentially ongoing each year on Canada Day.
Anticipated total expense for this day is in excess of $12,000
Some events for the day:
   Children’s games & face painting
   Tug of War Competition
   Sports events for all age groups
   Entertainment
   Food booths
   Fireworks

Thank you,
Maureen Belanger
West Grey Durham Lions Club
President
May 7, 2018

Words Aloud Spoken Word and Storytelling Festival
c/o Diane Ferguson, CFO
Words Aloud Spoken Word & Storytelling Festival
235467 Conc. 2c
RR 1
Williamsford, ON
N0H 2V0

Mayor Kevin Eccles and
Members of West Grey Council
402813 Grey Rd. 4, RR 2
Durham, ON N0G 1R0

Dear Mayor Eccles and Members of West Grey Council:

The Words Aloud Poetry Collective thanks you wholeheartedly for your support of our Spoken Word and Storytelling Festival based at the Durham Art Gallery in November, 2017.

Your contribution goes a long way towards enabling Words Aloud to continue to present an enriching and high profile program that benefits West Grey's citizens, businesses and schools. In 2018 we will be celebrating Words Aloud’s 15th Anniversary and are therefore requesting West Grey Council's support of $2,000 to ensure widespread publicity and continued presence throughout the region.

Year after year, the festival attracts capacity audiences to the Durham Art Gallery and Town Hall.

In 2017 we again took a slam team into Grey Highlands Secondary School, engaging young people in the benefits of self-expression through the spoken word.

Words Aloud patrons support local businesses, including B & Bs, restaurants and businesses. Over the years, our audiences have traveled to Durham from Hanover, Owen Sound, Wiarton, Guelph, Barrie, Ottawa, Chesley, Priceville, Georgetown, Mount Forest, Toronto, Williamsford, Saugeen Shores, Port Elgin, Chatsworth, Tobermory, Walkerton, Wingham, Paisley, Stratford, Mildmay, Markdale, St. Catherines, Lagoon City, Flesherton, Goderich and Elmwood.

The festival offers a forum for expression and development of local literary talent, including opportunities to hone their skills with leading national and regional
poets at workshops throughout the festival.

Economic benefits to the community are enhanced through media coverage. Our extensive publicity results in excellent outreach throughout and beyond Grey/Bruce, through social media, magazines, posters and brochures. Our website advertises local inns and B&Bs and includes links to community tourism sites, as well as maps and directions targeting travelers from outside the region.

Last year, West Grey’s contribution was very important to the success of the festival, which is generously supported by the local community with sponsorships, donations and many volunteer hours. As well, Words Aloud received grants from Heritage Canada and the Ontario Arts Council.

Each year we have produced a video archive of the festival performances. To date, we have 2,900 subscribers to our YouTube channel and have received over 976,000 views. The channel hosts over 438 performance and interview videos. Please take a moment to view past Words Aloud performances at www.youtube.com/user/WordsAloud2/.

2018 BUDGET REQUEST

The 15th Anniversary Words Aloud Festival 2018 program will celebrate the unique history and location of this nationally respected event. It will feature some of the best of the poets who have appeared previously on the Worlds Aloud stage. In addition, a public think tank will take place on the Sunday afternoon, inviting the audience to help envision the next 15 years.

West Grey’s contribution of $2,000.00 will further our ability to widely publicize the festival, and continue to put West Grey in the spotlight, while offering programs for all ages at affordable prices.

Thank you for your consideration of our funding request.

Sincerely,

Diane Ferguson, CPA, CA
CFO
Words Aloud Spoken Word & Storytelling Festival
519-794-3331
All Terrain Vehicle:

As requested by Committee of the Whole at the April COW meeting, further investigation into the costing and cost savings on the replacement of all-terrain vehicles and the snowmobile replacing them with one vehicle was completed. A report was sent to the Police Chief for discussion at the Police Services Board meeting. The outcome of the meeting was that the Police Chief was given the go ahead to disburse with the Polaris ATVs. The costing and cost savings are outlined in this report.

Please see attached report to the Police Board.
Also attachment spread sheet on pricing of replacement side by side.

FCR #1 Recommendation:

West Grey Committee of the Whole recommends to West Grey Council they grant permission to disburse of the surplus all-terrain equipment through sealed bid to the highest bidder. This would include the Polaris snow mobile, 2 Polaris ATVs, Cub Cadet side by side, and the side by side trailer. Further that, the Police and Fire Chiefs move forward with the purchase of a replacement side by side with tracks for use by both Police and Fire Services that suits their required needs. And further that, the replacement side by side shall be in service before releasing the Cub Cadet side by side to insure continuity of emergency response service for both Police and Fire.

Strategic Priorities

1. Ensure the Financial Sustainability of the Municipality.
2. Pursue Economic Development in West Grey.
3. Enhance Efforts to Inform and Communicate.

Respectfully Submitted:
Phil Schwartz
Fire Chief / CEMC /Health & Safety
Date: May 8, 2018

Rough Terrain Vehicle Upgrade:

The all-terrain side by side vehicle is now 11 years old. It was originally bought through donations and through the Emergency Management Budget back in 2007. The unit is used by police, fire and occasionally works. Presently the unit is used in the spring, summer and fall seasons but is unsuitable in snow conditions. Although the police have not used it as much as they used too for drug eradication and investigations, this may be due to the fact that they do have two Polaris four wheelers at their disposal, or maybe with the number of new police hires they are not aware that it is available to them. EMS has also called for it when they need assistance to access and remove patients from remote areas. It has also been used several times to assist police with removal of items in remote areas. The old unit has a box payload of 1000 lbs. Fire uses it for both rescue and fighting fires in remote locations such as grass and brush fires. In the winter months the police snowmobile is used for all of the aforementioned occurrences. The snowmobile is now 16 years old. With the snowmobile there is a toboggan that is pulled behind and cares patients as well as equipment if required. The side by side is stored on a trailer at the fire station and is ready to respond at a moment’s notice. Where the other equipment is in storage and has to be brought out when needed this can sometimes take time depending how far back in the garage it is parked and what has to be moved to get it out the door.

The police and fire chief have been talking about the equipment and the age of it although the two four wheelers have been a recent purchase, with the older equipment it may soon be time to think about replacement. There is an opportunity to reorganize the way we are operating replace all the equipment with one piece of equipment that can service both services and could be used in all seasons. This opportunity will also reduce storage issues and maintenance costs.
The proposal would be to replace all the equipment with a new side by side with a large payload capacity that would accommodate tires in spring, summer and fall and tracks in the winter months. The one piece of equipment would be housed at the fire station and would be readily available when required by police or fire. Presently the side by side and snowmobile are moved in and out of storage depending on the seasons.

The thought would be to purchase the new piece using the fire vehicle replacement reserves in the fire budget. Sell the snowmobile, the side by side trailer, the two four wheelers, keep the four wheeler trailer as it is larger than present side by side trailer leaving room to mount brush fire hand tools. And send (give) the present side by side and water tank to parks for flower watering and Park maintenance with the understanding that if the old one was required by police or fire in a large incident where two side by sides may be required that it could be used.

**Revenues From sales:**

The old side by side trailer should be worth about $1,100.
The snowmobile is a 2002 it would bring no more than about $1,000.
The two police four wheelers about $4,000. Ea.  $8,000.
Estimated total $10,100.00

**Insurance and Licensing Savings:**

West Grey being a corporation is carrying a fleet insurance policy and the cost for all of the aforementioned equipment is about $300.00. The only licensing is for the snowmobile and it is $15.00 annually. Keeping this in mind there is no great savings in relationship to insurance and licensing.
Departmental Costing:

Police costing for the proposed project would be approximately $9000.00 if the projected revenue is met through the liquidation of said equipment.

Fire costing would be approximately $17,000. Providing the revenue from the sale of the present Side By Side trailer is approximately $1,100. with the balance coming out of reserves. The initial purchase of the new side by side with tracks would see the full cost coming from the fire reserve fund.

Annual maintenance cost would be set at about $150. This would include fuel and be looked after through the fire equipment maintenance or because it is a joint project the Emergency Management Equipment Maintenance line of the budget.

Strategic Priorities

1. Ensure the Financial Sustainability of the Municipality.
2. Pursue Economic Development in West Grey.
3. Enhance Efforts to Inform and Communicate.

Respectfully Submitted:

Phil Schwartz
Fire Chief / CEMC /Health & Safety
<table>
<thead>
<tr>
<th>Make &amp; Model</th>
<th>Engine</th>
<th>Gas</th>
<th>Diesel</th>
<th>4 Wheel Drive</th>
<th>Transmission</th>
<th>Mirrors</th>
<th>Canopy</th>
<th>Windshield</th>
<th>power steering</th>
<th>Back up alarm</th>
<th>Front Brush Guard</th>
<th>Strobe lights Turn/Hazard</th>
<th>work lights</th>
<th>Head &amp; Tail lights</th>
</tr>
</thead>
<tbody>
<tr>
<td>Artic Cat HDX 700</td>
<td>695</td>
<td>X</td>
<td>X</td>
<td>V</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Kubota RTV 500</td>
<td>16 HP</td>
<td>X</td>
<td>X</td>
<td></td>
<td>Hyra</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td>X</td>
</tr>
<tr>
<td>Kubota RTVX 900W</td>
<td>22 HP</td>
<td>X</td>
<td>X</td>
<td>Hyra</td>
<td>X</td>
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Committee Report

To: Committee of the Whole

Committee Date: May 28, 2018

Subject / Report No: ED-05-28-18

Title: Ontario’s Main Street Revitalization Initiative

Prepared by: Cathy Sweeney

Reviewed by: Laura Johnston

Recommendation

THAT staff be directed to initiate a community engagement campaign to collect ideas that align with the criteria of the funding program; and

FURTHER, that staff report back to Council with the results of the campaign to enable Council to pass the required Bylaw and enter into an Agreement with the Association of Municipalities of Ontario (AMO) to participate in the Ontario’s Main Street Revitalization Initiative.

Executive Summary

On March 15, 2018 AMO announced a signed agreement with the Ministry of Agriculture, Food and Rural Affairs (OMAFRA) to administer a Main Street Revitalization Funding Initiative. Final allocation of funds to West Grey is $48,719.62. There is no application process however a bylaw authorizing the Municipality to enter into the agreement must be passed and the accompanying Municipal Funding Agreement must be returned to AMO by July 31, 2018.

In entering the Agreement, the Municipality must provide, upfront, an outline of projects, identifying program category, the project(s), anticipated results and estimated cost.

Annual reporting and initial results reporting are due by May 15, 2019 and every year following until the allocated funds are spent. The Main Street Initiative program ends March 31, 2020.

Background and Discussion

Municipal governments can invest in revitalization activities that support small businesses by revitalizing main streets. The work can be identified as priority through an existing Community Improvement Plan (CIP) or municipal physical infrastructure priorities involving the construction, renewal, renovation or redevelopment, or material enhancement.
West Grey does not have a CIP and development of a CIP is not eligible under this grant program. However, funding is eligible under the following three parameters;

1. Signage: wayfinding-directional, and gateway;
2. Streetscaping and landscape improvements:
   a. lighting,
   b. banners,
   c. murals,
   d. street furniture,
   e. interpretive elements,
   f. public art,
   g. urban forestation,
   h. accessibility,
   i. telecommunications/broadband equipment,
   j. parking,
   k. active transportation infrastructure (bike racks/storage, cycling lanes, paths)
   l. pedestrian walkways/trails;
3. Marketing plan implementation: business attraction and promotion activities, special events.

The West Grey Economic Development Committee, at its April 18, 2018 meeting, discussed the parameters of the Main Street Revitalization. The Committee is supportive of an enhanced grant matching program for main street businesses. Other options could include a “Main Street Festival” grant program which would provide seed funding to non-profit groups proposing community celebrations in urban cores that would become annual events designed to attract visitors and corresponding economic spin-offs. Proposals like these would be shared with the public and business community to either further develop or collect other ideas.

The West Grey 2020 Action Plan lists Economic Development as a priority, and section B.3 focuses on Urban Cores initiatives. Specifically, potential projects for this initiative are:

- B.3.2 “Continue to beautify the public realm in urban cores”,
- B.3.3 “Increase loans and grants for façade improvements”,
- B.4.1 “Support for development of a tourism festival or market” and
- B.4.2 “Enhance mapping and signage for hiking, biking and riding trails”

Launching a public engagement survey is recommended to gather community ideas as well as rank suggestions from staff.

A survey would be developed and hosted on [www.westgrey.com](http://www.westgrey.com) until June 21, 2018. Paper copies of the survey will also be available at the municipal office, at participating businesses, and library branches.
Legal and Legislated Requirements
A signed agreement with AMO is due by July 31, 2018. The Treasurer is required to provide updates as per the schedule in the agreement.

Financial and Resource Implications
No immediate financial implications.

West Grey 2020 Action Plan
Economic Development: B.3 Urban Cores, B.4 Tourism

Consultation
Kerri Mighton, Director, Corporate Services/Treasurer
Kim Storz, West Grey Public Library
Association of Municipalities of Ontario

Next Steps
Develop, launch and promote survey. Staff will report back to Council on findings and recommendations in June, in order to finalize the Bylaw and Agreement, well in advance of the July deadline.

Respectfully submitted:
Cathy Sweeney
Economic Development
Restricted Acts of Council (Lame Duck Period) for 2018

The report below was provided by the Clerk at the April 30, 2018, and the Committee of the Whole subsequently deferred this matter until today’s meeting as the Clerk was directed to contact Grey County regarding its “County Lame Duck Policy”. The Clerk was advised by the Grey County Clerk that the County CAO has certain delegated authorities pursuant to the County’s Delegation of Duties by-law and Human Resources policies. Of particular note, the County CAO has delegated authority to spend over $50,000 for unbudgeted items with currently no limit:

“On April 4, 2016, the Ontario Minister of Municipal Affairs and Housing introduced Bill 181, the Municipal Elections Modernization Act, 2016 (MEMA). MEMA received Royal Assent on June 9, 2016. Bill 181 and the changes that the MEMA contains, constitutes the most significant updates to the Municipal Election Act, 1996 and the conduct of Municipal Elections in Ontario within the last 20 years.

A specific change to the Municipal Elections Act through Bill 181 impacts the change in the Nomination Period for candidates for the 2018 Municipal Election from January 1, 2018 to May 1, 2018. The Nomination Day (deadline) is now July 27, 2018 rather than the former September deadline time period. This amendment means that Council could be in a ‘Lame Duck’ position longer than in previous elections.

Another amending piece of provincial legislation being Bill 68 Modernizing Ontario’s Municipal Legislation Act implements a change to the term of office of Council. This amendment provides a new start date for a new term of Council from December 1 following the regular election, to a new date of November 15. This amendment was implemented to shorten the potential ‘Lame Duck’ period between when the existing Council is still sitting and the new Council takes Office.

For the 2018 Municipal Election the amendment includes a transitional rule under Section 1.1 of the Act which keeps the start date for the 2018 Council term to begin on December 1, and the next Municipal Election in 2022 will start on
November 15, thus shortening the Lame Duck' period for the next Municipal Election.

The determination of whether a Municipal Council is in a restricted position pursuant to section 275 of the Municipal Act, 2001, also known as a 'Lame Duck' Council occurs twice during the Municipal Election process:

a) **Between July 27th, 2018 to October 22, 2018** - The determination shall be based on the 2018 Candidates election nominations that have been certified by the Municipal Clerk on July 27, 2018. If less than three-quarters of the existing Council Members are not running for Municipal Council, the restrictions set out in the Municipal Act, 2001, will apply; and

b) **Between October 22nd 2018 to November 30th, 2018** - The election results are declared by the Municipal Clerk shortly after the municipal election. If the elections result in less than 75% of the incumbent Council Members returning to Council, the restrictions set out in the Municipal Act, 2001, will apply.

**Restrictions:**
If a Council is in a ‘lame duck’ position, the Council shall not take on the following actions:

a) The appointment or removal from office of any officer of the municipality;
b) The hiring or dismissal of any employee of the municipality;
c) The disposition of any real or personal property of the municipality which has a value exceeding $50,000 at the time of disposal; and
d) Making any expenditures or incurring any other liability which exceeds $50,000.

Exceptions to clauses ‘C’ and ‘D’ above do not apply if the disposition or liability was included in the most recent budget adopted by the Council before Nomination Day of the 2018 Municipal Election.

**Land Matters:**
Pursuant to Section 275(3)(c) a municipality can close a real estate transaction during the 'Lame Duck' period only if the Council passed a by-law approving the execution of the agreement of purchase and sale in advance of the 'lame duck' period.

**Expenditures:**
A contract could be awarded by a ‘Lame Duck’ Council in excess of $50,000 so long as the amount was included in the approved 2018 annual budget. However the 'Lame Duck' Council would not be able to award a contract, if the amount of the tender or bid exceeds the amount included in the budget.
Emergencies:
Pursuant to Section 275(4)(4.1) which states that nothing in this section 275 of a 'lame duck' Council under the restrictions, there is nothing that prevents a municipality from taking any action in the event of an emergency within the Municipality.

Delegation of Authority:
Section 275(6) provides that the authority of a municipality can be delegated to a person or body prior to Nomination Day for the election of the new Council.

A draft by-law to delegate authority to the CAO/Deputy Clerk and Director of Finance/Treasurer from July 27, 2018 to December 3, 2018 is attached for review and comments. (attachment)"

COW#1 Recommendation: Seek direction from 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:

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

Respectfully submitted:
Mark Turner, Clerk
The Corporation of the Municipality of West Grey

By-law Number - 2018 (DRAFT)

Being a by-law to delegate certain responsibilities through the restricted acts of Council, known as “Lame Duck” period for 2018

Whereas Section 8 of the Municipal Act 2001, S.O. 2001, as amended provides that a municipality has the authority to govern its affairs as it considers appropriate and enables the municipality to respond to municipal issues; and

Whereas Section 275 of the Municipal Act S.O. 2001, C.25 as amended provides that if less than 75% percent of the current members of Council will be returning to sit on the new Council after Nomination Day of the 2018 Municipal Elections (July 27, 2018) or Election Day (October 22, 2018):
   a) The appointment or removal from office of any officer of the municipality;
   b) The hiring or dismissal of any employee of the municipality;
   c) The disposition of any real or personal property of the municipality which has a value exceeding $50,000 at the time of disposal;
   d) Making any expenditure or incurring any other liability which exceeds $50,000; and

Whereas sections 8, 9 and 11 of the Municipal Act, 2001, S.O. 2001, c. 25, authorize a municipality to pass by-laws necessary or desirable for municipal purposes, and in particular subsection 11(2) 2 authorizes by-laws respecting the accountability and transparency of the municipality and its operations; and

Whereas sections 23.1 and 23.2 of the Municipal Act, 2001, S.O. 2001, c. 25, authorize a municipality to delegate its powers and duties, including legislative and quasi-judicial powers under the Municipal Act, 2001, S.O. 2001, c. 25, to an individual who is an officer, employee or agent of the Municipality; and

Now therefore be it resolved that the Council of the Municipality of West Grey hereby enacts as follows:

1. That pursuant to the restrictions as set out in Section 275 (3), Council hereby delegates authority as follows:
   i. That the CAO/Deputy Clerk and the Director of Finance/Treasurer are granted jointly delegated authority as financial signing authority for expenditures outside the current approved budget exceeding $50,000 and with an upset limit of $150,000;
   ii. That the CAO/Deputy Clerk and the Director of Finance/Treasurer are granted jointly delegated authority to execute the agreement of purchase and sale, pertaining to the disposition of any real or personal property of the municipality which has a value exceeding $50,000 at the time of disposal;
   iii. That the CAO/Deputy Clerk and the Director of Finance/Treasurer, are granted jointly delegated authority for the appointment or removal from office of any officer of the municipality;
   iv. That the CAO/Deputy Clerk and the Director of Finance/Treasurer, are granted jointly delegated authority for the hiring and/or dismissal of any employee of the municipality;

2. That pursuant to Section 275 (4.1) nothing shall prevent the Municipality from taking any action in the event of an emergency nor shall it prevent any person or body from exercising authority delegated by Council;

3. That “jointly delegated authority” means that the authority is required to be exercised together, Authority is not granted to only one person.
4. **That** this by-law comes into full force and effect on the 27th day of July, 2018 until the 3rd day of December, 2018.

Read a first, second and third time and finally passed this day of , 2018.

_________________________  ___________________________
Kevin Eccles, Mayor                  Mark Turner, Clerk
Committee Report

To: Committee of the Whole

Committee Date: May 28, 2018

Subject / Report No: CAO-05-28-18

Title: Municipal Delegations at the 2018 Association of Municipalities of Ontario (AMO) Conference

Prepared by: Laura Johnston

Reviewed by: N/A

Recommendation

That Report CAO-05-28-18 be received;

And that three of the four delegation requests for the 2018 Association of Municipalities of Ontario (AMO) Conference be submitted as outlined in this report.

Executive Summary

The 2018 AMO Conference, August 19-22 in Ottawa, provides an opportunity for municipalities to meet with a Provincial Minister or designate to bring to light, and advocate for, local issues and requests.

The deadline to submit delegation requests is July 3, 2018. Municipalities will be notified if their request is successful approximately one week prior to the conference.

At the Committee of the Whole meeting on April 30, 2018, direction was given to investigate and prepare recommendations for four delegation topics:

1. Ministry of Agriculture, Food and Rural Affairs: methodology behind the formula to determine eligibility for water and sewer grants given the urban vs rural discrepancy
2. Ministry of the Environment and Climate Change: in advance of changes to the Blue Box program, highlight the need for a robust education campaign focused on “recycling made easy” and eliminating contaminants
3. Ministry of Finance: confirmation of a fair share of funding from the legalization of marijuana, particularly for costs relating to policing (enforcement, safety, training)

Background and Discussion

The Municipality of West Grey regularly takes the opportunity to register as a delegation at several conferences and has been successful in a number of those requests.
The 2018 Association of Municipalities of Ontario (AMO) Conference will be held in Ottawa, August 19-22 and offers the opportunity for one-on-one meetings with Provincial Ministry senior staff and Ministers to bring forward opportunities and highlight challenges at the municipal level. In consultation with West Grey’s Senior Management Team, recommendations are presented for Committee of the Whole’s discussion on the four topics identified at the April 30, 2018 Committee meeting.

**Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA):**

The methodology behind the formula to determine eligibility for OMAFRA water and sewer grants is, primarily, based on total property assessment, rather than actual users. In an urban municipality, this formula generally coincides with the property tax base meaning the user fee system equates the property tax base. In a rural municipality, like West Grey, there is a significant discrepancy. West Grey’s population is approx. 12,286 people; however the primary municipal water/sewer system is in only two communities: Durham and Neustadt and only serves a fraction of the population of approx. 1,300 connected users. Because the property base does not support the water system, it is inequitable to base calculations on 12,286. In fact, without appropriate grant funding, the burden to maintain, upgrade and replace the water system has resulted in significant tax increases of up to 20% for the connected users in the town of Durham, alone. The funding formula needs to be revised to match the rural reality that only a portion of the population receives municipal water.

**Ministry of Environment and Climate Change:**

Since the Ontario Blue Box debut in 1981, the waste diversion rate for residential printed paper and packaging is the highest in North America (source: StewardshipOntario.ca). There is, however, room for improvement. Municipalities receive credit for recyclables collected. West Grey, like many municipalities, is experiencing unacceptable levels of contaminants, resulting in financial impacts. The majority of contaminants are due to a lack of education. Given this is a province-wide program a robust education campaign needs to be launched. Larger, urban centres have resources unavailable in smaller municipalities so a consistent campaign would strengthen the message and have a further-reaching impact.

**Ministry of Finance:**

The legalization of cannabis in other jurisdictions has resulted in increased rates of impaired driving, motor vehicle collisions, overall crime, as well as injuries/illnesses associated to cannabis use. The cost to policing in the Province of Ontario and in particular smaller municipalities will be significant and burdensome on local budgets. Ensuring members are properly trained, equipped, and staffed to effectively address the needs of the community by proactively and reactively responding to the anticipated operational demands related to the recreational use of cannabis are significant. Given the experiences in other jurisdictions, we are anticipating increased calls for service associated to the use of this drug. Training costs to deal with the Cannabis Act alone to ensure police officers have the knowledge to enforce the laws correctly will be significant and when added to the training and equipment requirements to deal with the new impaired driving legislation will be beyond what smaller municipal agencies can
bear without appropriate federal funding to support this legislation that has been imposed on policing in this nation.

**Ministry of Municipal Affairs:**

In January 2018, Section 268 of the Municipal Act was amended to give lower-tier municipalities the opportunity to appoint an alternate member to the upper-tier council to act in place of the upper-tier council member when that official is unable to attend a meeting. The amendment also permits the lower-tier municipality to make a second appointment only if the seat of the member who has been appointed as an alternate member is declared vacant.

There are limitations, notably, Section 268 (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. 2017, c. 10, Sched. 1, s. 31.

And,

- (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. 2017, c. 10, Sched. 1, s. 31.

However, if the alternate is on an extended leave of absence as opposed to vacating a seat, there is no mechanism to appoint a subsequent alternate Councillor.

In discussions with West Grey’s Clerk and Grey County’s Clerk, the recommendation is that, given this is a brand new revision, this delegation be tabled and presented in 2019, if necessary, to capture any other issues or observations that may arise during the inaugural year. As well, there are considerations beyond merely appointing another alternate which include training and orientation implications, process disruptions, and the fact that the alternate Councillor on a long-term leave is still an active member of council (unlike an elected official who vacates their seat).

**Legal and Legislated Requirements**

Not applicable.

**Financial and Resource Implications**

There is no additional cost to participate in the delegation opportunity.
West Grey 2020 Action Plan

Goal A: Ensure the financial sustainability of the Municipality
A.2.3 Actively lobby senior governments.

Consultation
Kerri Mighton, Treasurer, Director of Finance
Brent Glasier, Director Public Works & Infrastructure
Mark Turner, Clerk, West Grey
Rob Martin, Chief, West Grey Police Services
Heather Morrison, Clerk, Grey County

Next Steps
On Council direction, staff will prepare and submit the delegation requests to OMAFRA, MECC and the Ministry of Finance. The delegation request for Municipal Affairs is recommended for 2019 AMO. Staff will advise Council on any successful requests.

Attachments
None.

Respectfully submitted:
Laura Johnston
Chief Administrative Officer/ Deputy Clerk