Agenda
Municipality of West Grey Committee of the Whole
To be Held on Tuesday, May 28, 2019 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 10:15 a.m.

Durham & District Horticultural Society – re: proposed “Memorial Grove and Gardens” (attachment)

Wayne Brohman, General Manager/Secretary-Treasurer, and Jo-Anne Harbinson, Manager, Water Resources and Stewardship Services, Saugeen Valley Conservation Authority - proposed/potential SVCA projects in West Grey, and information on flood control projects (attachment)

Bill MacNeil – concerns re: posting of advertising/flyers on hydro poles 11:00 a.m.

7. Business Arising From Previous Meeting

8. Staff Reports 11:15 a.m.

Manager, Community Services – Report COW #05/28/19 (attachment)
Director of Finance/Treasurer – Report COW #05/28/19 (attachment)
Clerk – Report COW #05/28/19 (attachment)

9. New Business
   ➢ Major Conferences – Council update (maximum three minutes/Council member)

10. Adjournment 2:00 p.m.

*Please Note: all times are approximate, and are subject to change.
Memorial Grove & Garden Request – resolution #COW 21-19 (Discussion was held regarding potential available Municipality of West Grey properties and possible alternate locations, as well as how the pending naming policy could be impacted by this request. Staff to seek clarity of the intent of the request and mandate of the Durham Horticultural Society.)

West Grey Affiliation Policy (The Committee of the Whole requested staff to provide direction on the committees of council, and the true intentions of these groups. The Committee of the Whole may hold a special meeting (workshop) with the goal to identify a plan for community groups, volunteers, so council and staff can reply with a standardized response.)

Hergert-Deputy Mayor Hutchinson, Be it resolved that, the Committee of the Whole hereby recommends Council supports passing a by-law to enter into an Agreement with the Durham Horticultural Society, as detailed in Report No.: CS-1-04-30-19, as amended, subject to signing by the Durham Horticultural Society. #COW 19-19 Carried.

Townsend-Hergert, Be it resolved that, the Committee of the Whole hereby recommends Council supports passing a by-law to approve an updated Summer Food Booth Agreement for the Durham Ball Diamond Pavilion, as contained in Report No.: CS-02-04-30-19, and as amended, subject to addressing the concerns noted by the Committee of the Whole. #COW 20-19 Carried.

Townsend-Hamilton, Be it resolved that, the Committee of the Whole hereby defers providing a recommendation to Council to approve the request from the Durham & District Horticultural Society to establish and maintain a “Memorial Grove & Gardens” on property owned by the Municipality of West Grey on the north side of Lambton Street West, being, property roll #4205 260 005 24900 0000; And further that, the Committee of the Whole request Durham Horticultural Society members to attend a future Committee of the Whole or Council meeting to discuss this matter. #COW 21-19 Carried.

New Business

Major Conferences – Council update (maximum three minutes/Council member) (deferred until next Committee of the Whole meeting)

City of Owen Sound (Mayor Robinson reported receiving a letter from Ian Boddy, Mayor of Owen Sound, regarding a potential discussion on the possibility of a policing partnership. Mayor Robinson will respond to the request, advising Mayor Boddy that West Grey is currently not entertaining additional requests for partnerships.)

Durham Arts Fest (The Committee of the Whole granted permission for Councillor Hutchinson to obtain a quote to set up some sort of electrical panel at the Northern Credit Union to provide power for Durham Arts Fest event.)
Committee Report

**Council Date:** April 30, 2019  
**Report No:** CS-3-04-30-19  
**Title:** Memory Grove & Garden request  
**Prepared by:** Stephanie Stewart, Manager Community Services  
**Reviewed by:** Laura Johnston, CAO

**Recommendation**

THAT Report CS-3-04-30-19 be received; and

THAT Council approves the request from the Durham & District Horticultural Society to establish and maintain a "Memorial Grove & Gardens"

**Executive Summary**

The Durham & District Horticultural Society is requesting permission from the Municipality of West Grey to establish a Memorial Grove and Gardens on the north side of Lambton Street East in the Town of Durham. The Durham & District Horticultural Society will be taking the lead on this project, they will purchase, plant, and care for all trees. The Horticultural Society is asking West Grey for assistance with watering as the trees begin to establish. Establishing a partnership with Durham & District Horticultural Society would be of great benefit to the Municipality and residents of West Grey.

**Background and Discussion**

The Durham & District Horticultural Society is a well-established group of volunteers who actively contribute to the beautification of West Grey. The Municipality of West Grey fully supports this endeavour as it aligns with the overall vision of West Grey. The proposed project will enable residents to plant a tree in remembrance of others, enhance the existing landscape, and provide a new opportunity for residents.

**Legal and Legislated Requirements**

N/A

**Financial and Resource Implications**
The Durham & District Horticultural Society is requesting occasional assistance with watering as the trees begin to establish.

Consultation
  • Durham & District Horticultural Society

Next Steps
On Council direction, staff will bring the agreement to Council on May 7th for approval, and inform the Durham & District Horticultural Society.

Respectfully submitted:
Stephanie Stewart
Manager, Community Services

Attachments:
Appendix A- Correspondence Letter
Appendix A

Good Evening Stephanie,

Our society is writing with a request that we would appreciate you passing along to the Municipality of West Grey Council.

In the past year we have had 2 members of our society pass away. The family of one of these members directed in memoriam donations to be made to our society and these funds are being held for a project to honour him and the other member who passed away. The DDHS would like to ask council to consider our proposal for the use of these funds.

We would request that the Durham & District Horticultural Society be allowed to establish a "Memorial Grove & Gardens" area on the property owned by the Municipality of West Grey on the north side of Lambton Street East in the Town of Durham. The project would begin with the planting of 2 trees in 2019. These trees would be accompanied by a permanent marker with the dedication inscription. The physical planting of the trees and their ongoing care would be the responsibility of the Durham and District Horticultural Society. We would request occasional assistance in watering of the newly planted trees, should the weather conditions prove to be dry, for the first couple of months after planting from the West Grey summer students and the water truck. If this is not possible, we would arrange to have water brought in by our volunteers. We would reach out to our membership to inquire if there are any other families who would like a tree planted for members who have passed away in the past few years to be planted in 2020. The trees would be of smaller caliper size and conducive with the trees already in the area and to the natural environment. We understand that there is a limited amount of space available at this location for trees to be planted. Going forward in the future, we are hoping to establish simple, naturalized gardens that can also be dedicated in memoriam and would also include a marker of dedication. As we do not expect, thankfully, a great number of requests from our membership in the next few years, we would be willing to perhaps open up an opportunity to the community for anyone wishing to make a monetary donation towards a tree or garden to have our society establish a lasting memorial to their loved one.

We feel that this location is best suited for our proposal at this time due to its proximity to the Durham Legion Memorial Grove which our society maintains and therefore could encompass the entire area. Our society would assure the municipality that we would notify it of what type and size of trees we are looking to plant and the location of the plantings, as well as any garden designs and request the proper clearances regarding possible underground systems such as electrical, water and gas. We request that the municipality continue to be responsible for the cutting of the grass in this area.

The Durham & District Horticultural Society hopes that this proposal will meet with the approval of the council and that it will be a first in many collaborations between the municipality and our society.

Susan Papineau
Secretary

Durham & District Horticultural Society
Presentation to West Grey Committee of the Whole

May 28, 2019
**Water Management**

Wayne Brohman, General Manager/Secretary-Treasurer

**Water Management/Flood Warning Department:**

Jo-Anne Harbinson, Manager, Water Resources and Stewardship Services.

Shaun Anthony, Flood Warning and Water Quality Coordinator

Brittany Taylor, Water Resources Technician
Capital Projects in the Municipality of West Grey

- Lower Durham Dam
- Middle Durham Dam (owned by OMNRF)
- Upper Durham Dam and Flood Control Dyke
- Ice Management Channel/Ice Road
- Frazil Ice Management
- Neustadt Creek Flood Control Works
- Meux Creek Flood Control Works
- Meux Creek Flood Wall
Lower Durham Dam
Lower Durham Dam
Lower Durham Dam—presented to Council 2017

Engineers report completed July 2015 by Andrew Ross of B.M. Ross—Inspected in April of 2015 with a focus on the exposed concrete elements.

Provided a conditions report following the Ontario Structure Inspection Manual (OSIM).

Noted numerous areas of deteriorated concrete, but does not raise concerns about stability of the structure, no reason to suspect that the structure is unstable at this time.

Recommend repairs to concrete sacks on upstream east side of the reservoir. This work has been completed.

FOR 2017: APPROXIMATE COSTS FOR RECOMMENDED CONCRETE REPAIRS: $19,000
Lower Durham Flood Relief Project – Channel Work and Ice Management Road

1987-1988 - Re-construction of a 640 metre channel below the Lower Dam in Durham to assist in the prevention of frazil ice accumulation also the construction of an "ice road" to provide a working platform for the removal of ice from the channel by heavy machinery.
Middle Durham Dam
(Owned by MNRF)
Upper Durham Dam

McGowan’s grist mill, on the site of the former Edge’s Mill, first built in 1847.

The first dam on this site was built in 1847.
Upper Durham Dam- McGowan Falls
1977-1978 construction of 245 m dyke to prevent flood water from Upper Durham Dam reservoir from entering residential neighbourhood.
Upstream South Pier

May 2019

Upstream Second from South Pier
Upper Durham Dam Structural Review of the Concrete Components

For Major Repairs and Studies, Conservation Authorities across the Province can apply to Water and Erosion Control Infrastructure (WECI) Funding.

Annually, the Ministry of Natural Resources and Forestry (MNRF) has $5 million dollars of major repair money available that can be applied to major repairs or studies needed to flood and erosion control structures that are owned and operated by Conservation Authorities.

The CA in its application for grants to the province and before approval is finalized, need to show by way of a motion from council that it supports the project as the designated benefiting municipality and that it is prepared to pay its share of the costs 50/50.

- In 2018 SVCA applied to WECI for Concrete repairs for Upper and Lower Durham dams. This was not approved.
Upper Durham Dam Structural Review of the Concrete Components – Presented to Council September 2017

Engineers report Completed July 2015 by Andrew Ross of B.M. Ross – Inspected in April of 2015 with a focus on the exposed concrete elements.

Provided a conditions report following the Ontario Structure Inspection Manual (OSIM).

Noted numerous areas of deteriorated concrete, but does not consider structure unstable.

Recommend repairs to concrete structures to restore overall strength of the dam.

APPROXIMATE COSTS FOR RECOMMENDED REPAIRS: $110,000 – as of 2017
Upper Durham Dam Structural Stability and Safety Assessment - 2019

- **2019** SVCA applied for Upper Durham Dam Structural Stability and Safety Assessment
  - Focus on structural Stability of dam and dyke to support any needed repairs or for possible improvements to the structures

- Estimated total costs of preparation of report $40,000.

- Consideration of a Motion by Council that would recommend funding 50% of the proposed structural stability and safety assessment.

- WECI Application: due to timelines and in discussion with Brent Glasier, the SVCA did make application to WECI funding in April 2019; application presently under review by MNRF; determination of results and/or possible funding available is unknown.
Motion of West Grey - for September 25, 2017 Upper and Lower Durham Dam Structural Review of the Concrete Components

Lawrence-Hutchinson, Resolved that, the Committee of the Whole hereby recommends Council authorizes the Saugeen Valley Conservation Authority to make application for WECI funding (50% funding) for the proposed concrete works at the Upper Durham Dam at a total estimated cost of $110,000.00, and for proposed concrete works at the Lower Durham Dam at an estimated cost of $19,000.00. ... #COW 46-17 Carried.
Neustadt and Meux Creek Flood Control Project

1978-1982 Neustadt Flood Control Works included a stream diversion followed by construction of flood control channels along 1.5 km of Neustadt and Meux Creeks through the community of Neustadt including gabion basket lined channels and new culverts construction.
Neustadt Creek
Neustadt Creek
Meux Creek Flood Wall

Meux Creek
Neustadt Dam Flood Wall

Flood Wall Constructed in 1991
“We forget that the water cycle and the life cycle are one.”

Jacques Cousteau
Council Date: May 28, 2019
Report No: 01-05-28-19
Title: 2019 Recreation Rates and Fees
Prepared by: Stephanie Stewart, Manager Community Services
Reviewed by: Laura Johnston, CAO

Recommendation
THAT Report CS-01-05-28-19 be received

Executive Summary
West Grey's Recreation Rates and Fees have been reviewed and compared to the industry standard. Staff have determined that the increases are financially responsible and in line with comparators. It is important to review our rates and fees annually to ensure West Grey remains competitive in the market.

Background and Discussion
West Grey’s Recreation Rates and Fees were last updated in 2017. Staff did a market survey to determine how West Grey’s fees compared to other neighbouring municipalities. Staff determined that on average a minimal increase would be appropriate and that certain fees should be modified or removed. Fees have been removed as residents no longer request the service and new rates have been entered in place. Appendix A provides an overview of the 2018, 2019 rates and corresponding variances.

Legal and Legislated Requirements
None

Financial and Resource Implications
Refer to Appendix A and B
Consultation

- Randy Murray- Facilities Manager- Durham
- Tom Culliton- Facilities Manager- Normanby

Next Steps

On Council direction, staff will bring the 2019 Recreation Rates and Fees to Council on June 4th for approval.

Respectfully submitted:
Stephanie Stewart
Manager, Community Services

Attachments:
Appendix A- West Grey Recreation Rates and Fees
Appendix B- Market Review
<table>
<thead>
<tr>
<th>Activity</th>
<th>2018</th>
<th>Quantity</th>
<th>Grey Highlands</th>
<th>Hanover</th>
<th>Brockton</th>
<th>Orangefield</th>
<th>Wellington North</th>
<th>Collingwood</th>
<th>Southgate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Table Tennis</td>
<td>$2.00</td>
<td>per person</td>
<td></td>
<td>$2.00</td>
<td>$2.00</td>
<td>$2.00</td>
<td>Wellington North</td>
<td>Collingwood</td>
<td>Southgate</td>
</tr>
<tr>
<td>Public Gym</td>
<td>$5.00</td>
<td>per person</td>
<td></td>
<td>$5.00</td>
<td>$7.00</td>
<td>$8.00</td>
<td>Wellington North</td>
<td>Collingwood</td>
<td>Southgate</td>
</tr>
<tr>
<td>Skulling</td>
<td>$3.00</td>
<td>per person</td>
<td></td>
<td>$3.00</td>
<td>$5.00</td>
<td>$6.00</td>
<td>Wellington North</td>
<td>Collingwood</td>
<td>Southgate</td>
</tr>
<tr>
<td>Public Swimming</td>
<td>$10.00</td>
<td>per person</td>
<td></td>
<td>$15.00</td>
<td>$15.00</td>
<td>$15.00</td>
<td>Wellington North</td>
<td>Collingwood</td>
<td>Southgate</td>
</tr>
<tr>
<td>Pickleball Membership Fee per season (Oct 1st-May 31st)</td>
<td>$3.50</td>
<td></td>
<td></td>
<td>$3.75</td>
<td>$3.50</td>
<td>$2.75</td>
<td>Wellington North</td>
<td>Collingwood</td>
<td>Southgate</td>
</tr>
<tr>
<td>Pickleball - Drop-in</td>
<td>$2.00</td>
<td></td>
<td></td>
<td>$2.00</td>
<td></td>
<td></td>
<td>Wellington North</td>
<td>Collingwood</td>
<td>Southgate</td>
</tr>
<tr>
<td>Pickleball - Guest Fee</td>
<td>$4.00</td>
<td></td>
<td></td>
<td>$4.00</td>
<td></td>
<td></td>
<td>Wellington North</td>
<td>Collingwood</td>
<td>Southgate</td>
</tr>
<tr>
<td>Pickleball - Bauer Fees</td>
<td>$25.00</td>
<td></td>
<td></td>
<td>$25.00</td>
<td></td>
<td></td>
<td>Wellington North</td>
<td>Collingwood</td>
<td>Southgate</td>
</tr>
<tr>
<td>Pickleball - Senior Fee</td>
<td>$3.00</td>
<td></td>
<td></td>
<td>$3.00</td>
<td></td>
<td></td>
<td>Wellington North</td>
<td>Collingwood</td>
<td>Southgate</td>
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<tr>
<td>Pickleball - Senior Revital</td>
<td>$2.00</td>
<td></td>
<td></td>
<td>$2.00</td>
<td></td>
<td></td>
<td>Wellington North</td>
<td>Collingwood</td>
<td>Southgate</td>
</tr>
</tbody>
</table>

### Aquatics

<table>
<thead>
<tr>
<th>Activity</th>
<th>2018</th>
<th>Quantity</th>
<th>Grey Highlands</th>
<th>Hanover</th>
<th>Brockton</th>
<th>Orangefield</th>
<th>Wellington North</th>
<th>Collingwood</th>
<th>Southgate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parent and Tot 3-4 (30 min)</td>
<td>$30.00</td>
<td>5-6 weeks</td>
<td></td>
<td>$30.00</td>
<td>$30.00</td>
<td>$30.00</td>
<td>Wellington North</td>
<td>Collingwood</td>
<td>Southgate</td>
</tr>
<tr>
<td>Parent and Tot 5 (30 min)</td>
<td>$35.00</td>
<td>5-6 weeks</td>
<td></td>
<td>$35.00</td>
<td>$35.00</td>
<td>$35.00</td>
<td>Wellington North</td>
<td>Collingwood</td>
<td>Southgate</td>
</tr>
<tr>
<td>Preschool B (2 yrs)</td>
<td>$40.00</td>
<td>5-6 weeks</td>
<td></td>
<td>$40.00</td>
<td>$40.00</td>
<td>$40.00</td>
<td>Wellington North</td>
<td>Collingwood</td>
<td>Southgate</td>
</tr>
<tr>
<td>Preschool C (3 yrs)</td>
<td>$45.00</td>
<td>5-6 weeks</td>
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<td>$45.00</td>
<td>$45.00</td>
<td>$45.00</td>
<td>Wellington North</td>
<td>Collingwood</td>
<td>Southgate</td>
</tr>
<tr>
<td>Preschool D (4 yrs)</td>
<td>$50.00</td>
<td>5-6 weeks</td>
<td></td>
<td>$50.00</td>
<td>$50.00</td>
<td>$50.00</td>
<td>Wellington North</td>
<td>Collingwood</td>
<td>Southgate</td>
</tr>
<tr>
<td>Scatter 1 (6-11 yrs)</td>
<td>$60.00</td>
<td>5-6 weeks</td>
<td></td>
<td>$60.00</td>
<td>$60.00</td>
<td>$60.00</td>
<td>Wellington North</td>
<td>Collingwood</td>
<td>Southgate</td>
</tr>
<tr>
<td>Scatter 2 (12-15 yrs)</td>
<td>$70.00</td>
<td>5-6 weeks</td>
<td></td>
<td>$70.00</td>
<td>$70.00</td>
<td>$70.00</td>
<td>Wellington North</td>
<td>Collingwood</td>
<td>Southgate</td>
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<tr>
<td>Scatter 3 (16-18 yrs)</td>
<td>$75.00</td>
<td>5-6 weeks</td>
<td></td>
<td>$75.00</td>
<td>$75.00</td>
<td>$75.00</td>
<td>Wellington North</td>
<td>Collingwood</td>
<td>Southgate</td>
</tr>
</tbody>
</table>

### Family Discount

A 15% discount will be applied to each program when three or more members of the same family are registered in the same program session and register at the same time.

Municipality of West Grey Residents Only.
<table>
<thead>
<tr>
<th>Area Name/Category</th>
<th>Breakfast</th>
<th>Daily High/Low</th>
<th>Lunch/High/Low</th>
<th>Dinner/High/Low</th>
<th>Complimentary Breakfast</th>
<th>Minimum Night Stay</th>
<th>Low Season</th>
<th>High Season</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prime Rose Garden</td>
<td>$20.00</td>
<td>$25.00</td>
<td>$30.00</td>
<td>$35.00</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Menlo Park Inn</td>
<td>$15.00</td>
<td>$20.00</td>
<td>$25.00</td>
<td>$30.00</td>
<td></td>
<td></td>
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<tr>
<td>Stanford Inn</td>
<td>$10.00</td>
<td>$15.00</td>
<td>$20.00</td>
<td>$25.00</td>
<td></td>
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<tr>
<td>University Inn</td>
<td>$5.00</td>
<td>$10.00</td>
<td>$15.00</td>
<td>$20.00</td>
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<table>
<thead>
<tr>
<th>Minimum Night Stay</th>
<th>Low Season</th>
<th>High Season</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Night</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 Nights</td>
<td></td>
<td></td>
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<tr>
<td>3 Nights</td>
<td></td>
<td></td>
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<tr>
<td>4 Nights</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5 Nights</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Notes:**
- All rates are subject to change without notice.
- Minimum night stay requirements vary by property.
- Rates do not include taxes and fees.
- Breakfast is complimentary for all hotel guests.
# Municipality of West Grey
## Recreation Rates & Fees

<table>
<thead>
<tr>
<th>Arena Ice Rental - Durham &amp; Normanby</th>
<th>2019</th>
<th>Quantity</th>
<th>HST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prime Time Ice 6:00 a.m. - 9:00 a.m., 4:00 p.m. to 12:00 a.m. (Oct 1-March 31)</td>
<td>$128.00</td>
<td>per hour</td>
<td>Yes</td>
</tr>
<tr>
<td>Non Prime Time Ice 9:00 a.m. to 4:00 p.m. (Oct 1-March 31)</td>
<td>$76.00</td>
<td>per hour</td>
<td>Yes</td>
</tr>
<tr>
<td>West Grey Minor Hockey/ Figure Skating</td>
<td>$98.00</td>
<td>per hour</td>
<td>Yes</td>
</tr>
<tr>
<td>Summer Ice (Mid July- Sept 30th)</td>
<td>$165.00</td>
<td>per hour</td>
<td>Yes</td>
</tr>
<tr>
<td>West Grey Minor Hockey (Max 8 hours)- Tournaments (Hall Included)</td>
<td>$781.00</td>
<td>8 hours</td>
<td>Yes</td>
</tr>
<tr>
<td>Each Additional Hour after 8th hour - Tournaments (Hall Included)</td>
<td>$98.00</td>
<td>per hour</td>
<td>Yes</td>
</tr>
<tr>
<td>18 + Tournaments (Max 8 hours)- Tournaments (Hall Included)</td>
<td>$1,026.00</td>
<td>8 hours</td>
<td>Yes</td>
</tr>
<tr>
<td>Each Additional Hour after 8th hour - Tournaments (Hall Included)</td>
<td>$127.00</td>
<td>per hour</td>
<td>Yes</td>
</tr>
<tr>
<td>Public Skating - Sponsored</td>
<td>$87.00</td>
<td>per hour</td>
<td>No</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Arena Floor Rental - Durham &amp; Normanby</th>
<th>2019</th>
<th>Quantity</th>
<th>HST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer Floor Rental</td>
<td>$54.00</td>
<td>per hour</td>
<td>Yes</td>
</tr>
<tr>
<td>West Grey Minor Lacrosse</td>
<td>$41.00</td>
<td>per hour</td>
<td>Yes</td>
</tr>
<tr>
<td>Arena Floor Rental</td>
<td>$588.00</td>
<td>per rental</td>
<td>Yes</td>
</tr>
<tr>
<td>Concerts with 220 amp service</td>
<td>$1,277.00</td>
<td>per rental</td>
<td>Yes</td>
</tr>
<tr>
<td>Arena Floor Set-up the Day Before</td>
<td>$202.00</td>
<td>per day</td>
<td>Yes</td>
</tr>
<tr>
<td>Additional Clean-up</td>
<td>$86.00</td>
<td>per hour</td>
<td>Yes</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Arena Floor Rental - Neustadt</th>
<th>2019</th>
<th>Quantity</th>
<th>HST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rental per hour without heaters, max. 5 hours</td>
<td>$54.00</td>
<td>per hour</td>
<td>Yes</td>
</tr>
<tr>
<td>Rental per hour with heaters, max. 5 hours</td>
<td>$96.00</td>
<td>per hour</td>
<td>Yes</td>
</tr>
<tr>
<td>Daily rental without heaters</td>
<td>$588.00</td>
<td>per day</td>
<td>Yes</td>
</tr>
<tr>
<td>Daily rental with heaters</td>
<td>$695.00</td>
<td>per day</td>
<td>Yes</td>
</tr>
<tr>
<td>Daily rental with 220 amp hydro (video dance or concert) (without)</td>
<td>$1,065.00</td>
<td>per day</td>
<td>Yes</td>
</tr>
<tr>
<td>Daily rental with 220 amp hydro (video dance or concert)</td>
<td>$1,278.00</td>
<td>per day</td>
<td>Yes</td>
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<tr>
<td>Additional Clean-up</td>
<td>$86.00</td>
<td>per hour</td>
<td>Yes</td>
</tr>
<tr>
<td>Sponsored Skating per hour without heaters</td>
<td>$54.00</td>
<td>per hour</td>
<td>Yes</td>
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<table>
<thead>
<tr>
<th>Arena Advertising</th>
<th>2019</th>
<th>Quantity</th>
<th>HST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arena Advertising Sign Durham- Arena Boards</td>
<td>$250.00</td>
<td>per year</td>
<td>Yes</td>
</tr>
<tr>
<td>Arena Advertising Sign Durham- Wall Mounted</td>
<td>$100.00</td>
<td>per year</td>
<td>Yes</td>
</tr>
<tr>
<td>Arena Advertising Sign Ayton/Neustadt- Arena Boards</td>
<td>$150.00</td>
<td>per year</td>
<td>Yes</td>
</tr>
<tr>
<td>Arena Advertising Sign Ayton/Neustadt- Wall Mounted</td>
<td>$150.00</td>
<td>per year</td>
<td>Yes</td>
</tr>
<tr>
<td>Arena Advertising Sign- Ice Surface Boards</td>
<td>$250.00</td>
<td>per year</td>
<td>Yes</td>
</tr>
<tr>
<td>Durham Community Centre Hall, Normanby Arena Hall, Neustadt Community Hall</td>
<td>2019</td>
<td>Quantity</td>
<td>HST</td>
</tr>
<tr>
<td>---------------------------------------------------------------</td>
<td>--------</td>
<td>----------</td>
<td>-----</td>
</tr>
<tr>
<td>Hall Rental- Durham and Normanby</td>
<td>$ 320.00 per day</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Hall Rental- Neustadt</td>
<td>$ 240.00 per day</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Hall Rental- Holiday Rate</td>
<td>$ 500.00 per day</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Hall Rental</td>
<td>$ 127.00 for the 1st hour</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Hall Rental</td>
<td>$ 51.00 per 2nd &amp; 3rd hour</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Board Room</td>
<td>$ 41.00 per hour</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Kitchen- Full Service *</td>
<td>$ 107.00 with hall rental</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Kitchen- Part Service **</td>
<td>$ 54.00 with hall rental</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Kitchen- Full Service *</td>
<td>$ 214.00 per day</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Kitchen- Part Service **</td>
<td>$ 108.00 per day</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Set Up Day</td>
<td>$ 100.00 per day</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Blue Line</td>
<td>$ 100.00 per rental</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Durham Town Hall</td>
<td>2019</td>
<td>Quantity</td>
<td>HST</td>
</tr>
<tr>
<td>Main Floor (Public Meetings, Closed Meetings, Reunions, Birthdays, Non-Profit Events)</td>
<td>$ 107.00 per rental</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Upper Hall (Public Meetings, Closed Meetings, Reunions, Birthdays, Non-Profit Events)</td>
<td>$ 75.00 per rental</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Nursery School</td>
<td>$ 37.00 per rental</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>65 + Senior Citizen Club</td>
<td>$ 350.00 per year</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Brownies, Guides, Sparks, Cubs, Scouts (1 floor to be designated)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Church groups, service clubs, cultural organizations</td>
<td>$ 25.00 per hour first 3 hours</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Church groups, service clubs, cultural organizations</td>
<td>$ 50.00 per hour over 4 hours</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Normanby Centennial Hall</td>
<td>2019</td>
<td>Quantity</td>
<td>HST</td>
</tr>
<tr>
<td>Rental Daily</td>
<td>$ 183.00 per day</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Church groups, service clubs, cultural organizations</td>
<td>$ 61.00 per day</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>65 + Senior Citizen Club</td>
<td>$ 350.00 per year</td>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Rental hourly</td>
<td>$ 61.00 per hour</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Rental hourly</td>
<td>$ 31.00 per 2nd &amp; 3rd hour up to 3 hours</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Kitchen- Full Service *</td>
<td>$ 82.00 per rental</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Kitchen- Part Service **</td>
<td>$ 51.00 per rental</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Grounds Rental- includes Washroom, Diamond, Shelter (no propane)</td>
<td>$ 160.00 per day</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Neustadt Community Hall</td>
<td>2019</td>
<td>Quantity</td>
<td>HST</td>
</tr>
<tr>
<td>Main Hall Daily</td>
<td>Moved per day</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Lamlash Hall</td>
<td>2019</td>
<td>Quantity</td>
<td>HST</td>
</tr>
<tr>
<td>Hall Rental</td>
<td>$ 75.00 per day</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Hanover 4-H Club weekdays only (Monday-Thursday)</td>
<td>$ 5.00 per day</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Louise Women's Institute (12 meetings per year, week days only Mon-Thu)</td>
<td>$ 100.00 per year</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Glenelg Hall</td>
<td>2019</td>
<td>Quantity</td>
<td>HST</td>
</tr>
<tr>
<td>Hall Rental</td>
<td>$ 75.00 per day</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>2019</td>
<td>Quantity</td>
<td>HST</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>-------</td>
<td>----------------</td>
<td>-----</td>
</tr>
<tr>
<td>Set Up Day</td>
<td>$100.00</td>
<td>per day</td>
<td>Yes</td>
</tr>
<tr>
<td>Bartender (per hour)</td>
<td>$18.00</td>
<td>per hour</td>
<td>Yes</td>
</tr>
<tr>
<td>Corkage per 40 oz used</td>
<td>$14.00</td>
<td>per rental</td>
<td>Yes</td>
</tr>
<tr>
<td>Corkage per case of beer/coolers</td>
<td>$4.00</td>
<td>per rental</td>
<td>Yes</td>
</tr>
<tr>
<td>Extra Clean-up (per hour)</td>
<td>$85.00</td>
<td>per hour</td>
<td>Yes</td>
</tr>
<tr>
<td>Refundable Security Deposit for Hall Rentals</td>
<td>$150.00</td>
<td>per rental</td>
<td>Yes</td>
</tr>
<tr>
<td>SOCAN Fees (for dances) - as applicable</td>
<td></td>
<td>per rental</td>
<td>Yes</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Baseball Diamonds</th>
<th>2019</th>
<th>Quantity</th>
<th>HST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ball Diamond</td>
<td>$35.00</td>
<td>per game</td>
<td>Yes</td>
</tr>
<tr>
<td>Pavilion/Ball Diamonds/Grounds</td>
<td>$580.00</td>
<td>tournament</td>
<td>Yes</td>
</tr>
<tr>
<td>Pavilion/Ball Diamonds/Grounds</td>
<td>$158.00</td>
<td>per day</td>
<td>Yes</td>
</tr>
<tr>
<td>Durham Minor Ball</td>
<td>$1,200.00</td>
<td>per season</td>
<td>Yes</td>
</tr>
<tr>
<td>Snack Bar</td>
<td>$53.00</td>
<td>per day</td>
<td>Yes</td>
</tr>
<tr>
<td>Bar Rental</td>
<td>$53.00</td>
<td>per day</td>
<td>Yes</td>
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</table>

<table>
<thead>
<tr>
<th>Wading Pool</th>
<th>2019</th>
<th>Quantity</th>
<th>HST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Private Booking</td>
<td>$85.00</td>
<td>per 1.5 hours</td>
<td>No</td>
</tr>
</tbody>
</table>

**Community Group Multiple Meeting Rental Rate**
For 7 rentals within a 12 month period the community group receives 8th rental free
The free rental is based on the majority of types of rentals and it is for the qualifying community group use, non transferrable

* Kitchen Full Service includes use of all appliances.
** Kitchen Part Service includes use of fridge and coffee urns only. Loss and breakage extra

<table>
<thead>
<tr>
<th>Drop In</th>
<th>2019</th>
<th>Quantity</th>
<th>HST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Skating</td>
<td>$2.00</td>
<td>per person</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>$5.00</td>
<td>per family</td>
<td>No</td>
</tr>
<tr>
<td>Shinny</td>
<td>$5.00</td>
<td>per person/hr</td>
<td>No</td>
</tr>
<tr>
<td>Pickleball</td>
<td>$10.00</td>
<td>Seasonal Membership</td>
<td>No</td>
</tr>
<tr>
<td>Oct 1st through May 31st</td>
<td>$2.00</td>
<td>per visit</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>$4.00</td>
<td>per visit- Guest Fee</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>$150.00</td>
<td>per Season</td>
<td>No</td>
</tr>
<tr>
<td>Roller Skating</td>
<td>$4.00</td>
<td>per visit-13+</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>$2.00</td>
<td>per visit-Under 12</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>$2.00</td>
<td>per skate rental</td>
<td>No</td>
</tr>
<tr>
<td>Aquatics</td>
<td>2019</td>
<td>Quantity</td>
<td>HST</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>-------</td>
<td>-------------------</td>
<td>-----</td>
</tr>
<tr>
<td>Parent and Tot 1 (4-12M)</td>
<td>$60.00</td>
<td>30 min/10 weeks</td>
<td>No</td>
</tr>
<tr>
<td>Parent and Tot 2 (12-14M)</td>
<td>$60.00</td>
<td>30 min/10 weeks</td>
<td>No</td>
</tr>
<tr>
<td>Parent and Tot 3 (24-36M)</td>
<td>$60.00</td>
<td>30 min/10 weeks</td>
<td>No</td>
</tr>
<tr>
<td>Preschool A (3-5Y)</td>
<td>$60.00</td>
<td>30 min/10 weeks</td>
<td>No</td>
</tr>
<tr>
<td>Preschool B (3-5Y)</td>
<td>$60.00</td>
<td>30 min/10 weeks</td>
<td>No</td>
</tr>
<tr>
<td>Preschool C (3-5Y)</td>
<td>$60.00</td>
<td>30 min/10 weeks</td>
<td>No</td>
</tr>
<tr>
<td>Preschool D (3-5Y)</td>
<td>$65.00</td>
<td>30 min/10 weeks</td>
<td>No</td>
</tr>
<tr>
<td>Preschool E (3-5Y)</td>
<td>$65.00</td>
<td>30 min/10 weeks</td>
<td>No</td>
</tr>
<tr>
<td>Swimmer 1 (6+ Y)</td>
<td>$65.00</td>
<td>30 min/10 weeks</td>
<td>No</td>
</tr>
<tr>
<td>Swimmer 2 (6+ Y)</td>
<td>$65.00</td>
<td>30 min/10 weeks</td>
<td>No</td>
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<tr>
<td>Swimmer 3 (6+ Y)</td>
<td>$70.00</td>
<td>30 min/10 weeks</td>
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<tr>
<td>Swimmer 4 (6+ Y)</td>
<td>$70.00</td>
<td>30 min/10 weeks</td>
<td>No</td>
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<tr>
<td>Swimmer 5 (6+ Y)</td>
<td>$75.00</td>
<td>30 min/10 weeks</td>
<td>No</td>
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<tr>
<td>Swimmer 6 (6+ Y)</td>
<td>$75.00</td>
<td>45 min/10 weeks</td>
<td>No</td>
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<tr>
<td>Swimmer 7 (8+ Y)</td>
<td>$75.00</td>
<td>45 min/10 weeks</td>
<td>No</td>
</tr>
<tr>
<td>Swimmer 8 (8+ Y)</td>
<td>$75.00</td>
<td>45 min/10 weeks</td>
<td>No</td>
</tr>
<tr>
<td>Swimmer 9 (8+ Y)</td>
<td>$75.00</td>
<td>45 min/10 weeks</td>
<td>No</td>
</tr>
<tr>
<td>Private Swim Lessons</td>
<td>$100.00</td>
<td>30 min/10 weeks</td>
<td>No</td>
</tr>
<tr>
<td>Semi-Private Swim Lessons</td>
<td>$70.00</td>
<td>30 min/10 weeks</td>
<td>No</td>
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<table>
<thead>
<tr>
<th>Camp</th>
<th>2019</th>
<th>Quantity</th>
<th>HST</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Day Camp Rate (5 Days)</td>
<td>$125.00</td>
<td>per week</td>
<td>No</td>
</tr>
<tr>
<td>General Day Camp Rate (4 Days)</td>
<td>$100.00</td>
<td>per week</td>
<td>No</td>
</tr>
<tr>
<td>Single Full Day</td>
<td>$35.00</td>
<td>per day</td>
<td>No</td>
</tr>
<tr>
<td>Speciality Day Camp Rate (5 Days)</td>
<td>$155.00</td>
<td>per week</td>
<td>No</td>
</tr>
<tr>
<td>Speciality Day Camp Rate (4 Days)</td>
<td>$124.00</td>
<td>per week</td>
<td>No</td>
</tr>
<tr>
<td>Before Care Daily (7:00 am-9:00 am)</td>
<td>$7.00</td>
<td>per day</td>
<td>No</td>
</tr>
<tr>
<td>After Care Daily (4:30-6:00 pm)</td>
<td>$5.00</td>
<td>per day</td>
<td>No</td>
</tr>
<tr>
<td>Before and After Care Weekly</td>
<td>$50.00</td>
<td>per week</td>
<td>No</td>
</tr>
<tr>
<td>Before Care Weekly</td>
<td>$35.00</td>
<td>per week</td>
<td>No</td>
</tr>
<tr>
<td>After Care Weekly</td>
<td>$25.00</td>
<td>per week</td>
<td>No</td>
</tr>
</tbody>
</table>

**Family Discount**

A 15% discount will be applied to each program when three or more members of the same family are registered in the same program session and register at the same time. Municipality of West Grey Residents Only.
Recommendation
THAT Report CS-02-05-28-19 be received; and
THAT Council approves the proposed Durham Agriculture Society agreement presented by the Manager of Community Services as Appendix A; and
THAT staff presents the approved agreement to the Durham Agriculture Society

Executive Summary
The Municipality of West Grey and the Durham Agricultural Society have a lease for the Block 1 south of South Street, Plan 506, in the former Town of Durham, now Municipality of West Grey, in the County of Grey.

Background and Discussion
The Durham Agricultural Society provides the Municipality of West Grey with the use of the premises for recreational purposes only and the storage of frazil ice during emergency situations. The Durham Agricultural Society reserves the right to use said premises during the annual fall fair.

Legal and Legislated Requirements
N/A

Financial and Resource Implications
The following are the amendments that staff have concerns about due to the financial and staffing implications.

1. The Durham Agricultural Society is requesting that they have accesses to the Durham and District Community Centre:
   a. Three days prior to the Fall Fair
   b. The Fall Fair
c. Two days post the Fall Fair
d. Five additional days, free and exclusive, with booking priority given to the Durham Agricultural Society for the use of the Durham and District Community Centre

2. The lessee further agrees to provide West Grey staff to support the event organization with set up and take down during the Fall Fair.
3. The lessee agrees to provide a monthly meeting space free of charge to the lessor.

Consultation
Durham Agricultural Society
Randy Murray- Manager, Facilities Durham Arena

Next Steps
On Council direction, staff will bring the agreement to Council on June 4\textsuperscript{th} for approval, and present the lease to the Durham Agricultural Society.

Respectfully submitted:
Stephanie Stewart
Manager, Community Services
BETWEEN: 

THE DURHAM AGRICULTURAL SOCIETY

(Hereinafter called the "Lessor" Of the FIRST PART)

AND

THE CORPORATION OF THE MUNICIPALITY OF WEST GREY

(Hereinafter called the "Lessee" Of the SECOND PART)

WITNESSETH, that in consideration of the rents, covenants and agreements hereinafter reserved and contained on the part of the lessee, the lessor doth demise and lease unto the lessee, its successors and assigns, all the lands and premises of the lessor being part of Block 1 south of South Street, Plan 506, in the former Town of Durham, now Municipality of West Grey, in the County of Grey, and being known by Assessment Roll no. 4205-260-004-18510-0000;

To have and to hold the said demised premises for and during the term of ten years, to be computed from the 1st day of May, 2019, and from thenceforth next ensuing and fully to be completed and ended;

Yielding and paying therefore, the sum of One Dollar ($1.00) to be paid by the Lessee to the Lessor on or before the 1st day of June, 2019, said payment to cover the entire term of this lease;

And the said lessee doth hereby covenant with the said lessor in the manner following, that is to say:

1. That the lessee will, during the said term, use the said premises only for recreational purposes, uses appurtenant thereto, and for storage of frazil ice during emergency situations.

2. That the lessee will, during the said term, will and sufficiently maintain and keep the demised premises in good and substantial repair at the lessee's sole expense.
3. That the lessee will leave the premises in good repair, reasonable wear and tear excepted, provided that the lessee may remove its fixtures.

4. Notwithstanding section 2, the lessor will leave the premises in good repair, reasonable wear and tear excepted, after using said premises.

5. That the lessor doth hereby covenant with the lessee that in paying the rent hereby reserved and performing the covenants hereinbefore on its part contained, shall and may peaceably possess and enjoy the said demised premises for the term hereby granted, without any interruption or disturbance from the lessor, or any other persons lawfully claiming by, from or under it, save and except for those days the Lessor uses the premises for:
   - Three days prior to the Fall Fair
   - The Fall Fair
   - Two days post the Fall Fair
   - Five additional days, free and exclusive, with booking priority given to the Durham Agricultural Society for the use of the Durham and District Community Centre

6. That the lessor acknowledges that the lessee subcontracts the said premises for recreational purposes only and uses appurtenant thereto.

7. The lessee further agrees to provide West Grey staff to support the event organization with set up and take down during the Fall Fair.

8. The lessee agrees to provide a clean and safe facility and storage for equipment that is presently stored.

9. The lessee agrees to provide a monthly meeting space free of charge to the lessor.

10. That this lease may be renewed for a further term of ten years, upon written mutual agreement to each other by the lessee and lessor not less than thirty days before the expiry of the term, upon terms and conditions to be agreed upon between them.

   "The lessee Re-Affirms that it will grant the free and exclusive use of the facilities of the Durham and District Community Centre, to include all lands and buildings, to the lessor for a period of eight days in each year, in accordance with an agreement between the parties hereto dated the third of March 1952, and registered as instrument number 6912. All terms and conditions of the aforesaid Agreement shall remain in full force and effect."
IN WITNESS WHEREOF the parties hereto have affixed their corporate seals, attested by duly authorized officers.

THE DURHAM AGRICULTURAL SOCIETY

Per: 

________________________________________

Witness

Per: 

________________________________________

THE CORPORATION OF THE MUNICIPALITY OF WEST GREY

Per: 

________________________________________

Witness

Per: 

________________________________________
**Recommendation**

THAT Report CS- 03- 05-28-19 be received; and

THAT Committee of the Whole approves the recommendation for Council ratification.

**Executive Summary**

West Grey's Municipal Alcohol Policy was drafted in 2006 and modified in 2011. Staff is seeking approval from Council on one revision regarding mandatory use of plastic cups. The requested change will have a positive impact on our community as it will reduce the amount of garbage produced at events.

**Background and Discussion**

Staff has received requests from patrons to make an exception to the current alcohol policy. Patrons would like to be permitted to consume alcohol directly from a beer can rather than a plastic cup. The change would reduce waste and cost. The Manager, Community Services consulted with the Chief of Police and Facilities Managers and staff see no concern with the use of beer cans.

**Legal and Legislated Requirements**

None

**Financial and Resource Implications**

None

**Consultation**

- Robert Martin- Police Chief- West Grey Police Services
Next Steps
On Council direction, staff will bring the revised Alcohol Policy to Council on June 4th for Council approval.

Respectfully submitted:
Stephanie Stewart
Manager, Community Services

Attachments: Appendix A
Appendix A- West Grey Municipal Alcohol Policy- Page 9
Rationale:
Low alcohol beverages help prevent intoxication by providing consumers with an opportunity to consume less alcohol. An individual consuming a regular beer (at 5% alcohol) could drink two “extra light beers” (at 2.5% alcohol) and ingest the same amount of alcohol. Similarly, “light beer” (at 4% alcohol) represents a 20% reduction in alcohol intake.

B. Control of Alcohol Service

1) All drinks to be served in plastic or paper cups and all bottles to be retained in the bar area. Alcoholic and Non-Alcoholic drinks are to be served in different cups.

Exception: Private events by invitation and/or at a sit down dinner, wine may be served by the bottle.

2) A sign will be posted at the Bar stating “No Last Call Will Be Announced.”

3) Liquor Licensed Event Organizers will agree not to use marketing practices such as: availability of oversized drinks, double shots, pitchers of beer, drinking contests, volume discounts or tickets including a free bar, as these practices encourage increased alcohol consumption. Additionally, liquor cannot be offered as any prize at any function.

4) Tickets for alcohol must be purchased from designated ticket sellers and must be redeemed at the bar.

5) Unused tickets may be redeemed for a cash refund at any time during the event and up to 15 minutes after the bar closes. A sign will be placed at the bar stating, “Unused tickets will be refundable up to 15 minutes after the Liquor Licensed Event.” This sign will be supplied by the Municipality of West Grey.
Date: May 28, 2019.

**SMART Request for additional funding**
Attached is an updated letter from SMART regarding the withdrawal of their capital funding request for 2019.

**FTR#1 Recommendation:** For information purposes.

**AMP it Up 2.0**
The Municipal Finance Officers Association (MFOA) has announced the next intake for their AMP it Up 2.0 program for municipalities with population less than 25,000. The program provides free consulting help to move the municipality’s Asset Management Planning forward. Specifically, the AMP it Up 2.0 program provides in-person expert asset management plan assessments and localized action plans to small municipalities. In this program, asset management consulting experts will travel to communities, assess current asset management plans, identify opportunities for improvement, and provide expert advice that is tailored to the needs of each municipality. West Grey has applied to participate in the program. Attached is chart which outlines the AMP it Up 2.0 Program Schedule.

**FTR#2 Recommendation:** For information purposes.

**RFP for Normanby Arena Paving Project**
The budget included $50,000 for the paving of the parking lot at the Normanby Arena. The RFP included four separate sections and the results are noted below:

<table>
<thead>
<tr>
<th>Section</th>
<th>Total Area</th>
<th>Murray Group</th>
<th>Brantco</th>
<th>Harold Sutherland</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 1</td>
<td>2880 m2</td>
<td>$43,505.60</td>
<td>$53,596.80</td>
<td>$41,532.00</td>
</tr>
<tr>
<td>A 2</td>
<td>700 m2</td>
<td>$14,875.00</td>
<td>$16,352.00</td>
<td>$12,351.00</td>
</tr>
<tr>
<td>A 3</td>
<td>108 m2</td>
<td>$2,295.00</td>
<td>$4,878.09</td>
<td>$3,332.00</td>
</tr>
<tr>
<td>A 4</td>
<td>168 m2</td>
<td>$3,570.00</td>
<td>$4,336.08</td>
<td>$2,965.00</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>$64,245.60</td>
<td>$79,162.97</td>
<td>$60,180.00</td>
</tr>
</tbody>
</table>
Good afternoon all,

I want to let you know that the $250,000 capital funding request sent out a few weeks back is now off the table.

Two days after the request went out, we were informed that SMART is eligible to receive about $563,000 in combined federal/provincial ICIP transit stream funding for capital projects. SMART and its partners will need to provide about $204,000 in funding to access this money. This will make for a total of $767,813.

The plan is to spend this money over the next 3 years to upgrade SMART's vehicle fleet. Since the federal and provincial fiscal years end on Mar 31, the 2019, the municipal portion will not be required until the first quarter of 2020 so it can be included in next year's budget. The 2020 portion will be needed in the first quarter of 2021 and the 2020 portion in the first quarter of 2021. The plan, at this time, is to invoice the municipal portion based on the contribution share spreadsheet.

Chris Walker from Hanover will be making our application and outlining the project schedule. Projects must be approved by the federal government. Once approved, we will proceed. As part of the stipulation with the Investing in Canada Infrastructure Program (ICIP) agreement between the Federal Government and the Provincial Governments, all assets must be kept in the name of the Municipality that funding is allocated for. As such, vehicles will have to be kept in the name of the Town of Hanover in order to access this funding and will be licensed, insured and maintained by SMART.

The project schedule is as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Fed (40%)</th>
<th>Prov (33.33%)</th>
<th>Mun (26.67%)</th>
<th>Project TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>120,000</td>
<td>99,990</td>
<td>80,010 (1st quarter 2020)</td>
<td>$300,000</td>
</tr>
<tr>
<td>2020</td>
<td>122,000</td>
<td>101,656</td>
<td>81,344 (1st quarter 2021)</td>
<td>$305,000</td>
</tr>
<tr>
<td>2021</td>
<td>65,125</td>
<td>54,266</td>
<td>60,609 (1st quarter 2022)</td>
<td>$180,000</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$307,125</td>
<td>$255,912</td>
<td>$221,963</td>
<td>$785,000</td>
</tr>
</tbody>
</table>

The higher municipal portion is because the planned projects as per SMART's vehicle replacement schedule are about $18,000 more than the $767,000 mentioned above.

So, as I said, the 2019 capital request of $250,000 has been replaced with this new plan which should be easier on your budgeting.

If you have any questions, please let me know.

Best regards,
Roger

Roger Cook
Manager
519-881-2589
SAUGEEN MOBILITYand REGIONAL TRANSIT
<table>
<thead>
<tr>
<th>Timeline</th>
<th>Deliverable/Activity:</th>
<th>Municipal Hours</th>
<th>Expert Hours</th>
</tr>
</thead>
</table>
| Start Month | Introductory Webinar  
Receive applications from municipalities  
MFOA accepts and assigns municipalities | | |
| (Month 1) | Kick Off Communication – Notifying municipalities of their participation in program, introduction of expert consultant and their contact information  
Municipality participates in webinar followed by completing online Self Assessment Tool (SAT).  
Provide a copy of current AMP to consultant. | 10 | 1 |
| (Months 2 - 6) | Consultant reviews:  
- Application  
- Municipal AMP  
- Review Municipal SAT score  
- set Agenda for meeting  
This may require follow-up with the municipality if more documents are required upon review of SAT and AMP | 0.5 | 5 |
| | Consultant completes SAT and also capture information for the Pre-Assessment Summary (Pre-AS) report (through SAT or other document).  
Send Pre-AS to municipality | | |
| | Phone follow up to review pre-AS:  
- AMP Objectives/Areas of Focus  
- Discuss gaps in current AMP  
- Staff knowledge/involvement in AM  
- Available resources going forward  
- Initial ideas regarding next steps | 2 | 2 |
<p>| | Consultant sets up face to face meetings with municipalities | 0.5 | |</p>
<table>
<thead>
<tr>
<th>Consultant Prepares draft Municipal Action Plan (either through use of SAT or other document)</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consultant sends meeting agenda, <strong>Pre-Assessment Summary (Pre-AS)</strong>, and draft Municipal Action Plan to municipalities one week prior to one on one meeting</td>
<td>0.5</td>
</tr>
<tr>
<td><strong>(Month 7)</strong> Consultant meets one on one with municipal staff to discuss Municipal Action Plan to further municipal objectives. Consultant and municipality finalize Municipality Action Plan</td>
<td>4</td>
</tr>
<tr>
<td><strong>During program to implement MAP</strong></td>
<td></td>
</tr>
<tr>
<td>Municipalities implement Municipal Action Plan</td>
<td>Varies</td>
</tr>
<tr>
<td>Consultants provide ongoing feedback via phone calls to assist municipalities to implement their individual work plans. Consultant captures Status updates through discussion with municipality (either SAT or separate document)</td>
<td>8 8</td>
</tr>
<tr>
<td><strong>Post program analysis</strong></td>
<td></td>
</tr>
<tr>
<td><strong>(Month 16)</strong> Municipality and consultant complete updated SAT to record progress. Consultant prepares <strong>Post Assessment Summary</strong> for each municipality. Municipality completes project assessment survey</td>
<td>5 2 1 0</td>
</tr>
<tr>
<td><strong>Total Hours Per Municipality</strong></td>
<td>30</td>
</tr>
<tr>
<td><strong>(Month 8)</strong> MFOA reviews <strong>Pre Assessment Summary</strong> and Municipal Action Plan and determines municipalities eligible for <strong>Enhanced Support</strong>. Municipality is selected for <strong>Enhanced Support</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Enhanced Support</strong></td>
<td></td>
</tr>
<tr>
<td>Months 9 – 10</td>
<td>Consultant meets with municipal staff to discuss <strong>Enhanced Support</strong> to further municipal objectives</td>
</tr>
<tr>
<td>--------------</td>
<td>--------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td></td>
<td>Consultant provides <strong>Enhanced Support</strong> to assist municipalities to implement their individual work plans.</td>
</tr>
<tr>
<td></td>
<td><strong>Consultant completes Enhanced Support assessment survey</strong></td>
</tr>
<tr>
<td></td>
<td>10</td>
</tr>
</tbody>
</table>
Recreational Trailers in the Natural Environment (NE) Zone
Council/Committee of the Whole has in the recent past, discussed the issue of whether or not to permit recreational trailers in the Natural Environment (NE) Zone, being a Zone in West Grey Comprehensive Zoning By-law Number 37-2006, as amended, which does not permit buildings or structures.

Trailer Licensing By-law Number 73-2016, as amended, and Section 6.39 in West Grey Comprehensive Zoning By-law Number 37-2006, as amended, permits one recreational trailer on a temporary basis not exceeding 364 days/year on a property greater than two acres in size in the Agricultural (A1) Zone, Rural (A2) Zone, and Restricted Rural (A3) Zone, subject to obtaining a residential entrance permit and civic address number, as well as payment of the annual trailer licensing fee of $1,000.00.

The Committee of the Whole (Planning) passed a resolution during its March 12, 2019 meeting requesting the Clerk obtain a legal opinion from the municipal solicitor on the advisability of permitting recreational trailers in the Natural Environment (NE) Zone. The Clerk submitted such a request for due diligence purposes to the municipal solicitor, municipal insurer, municipal planner, and the Saugeen Valley Conservation Authority (SVCA), for their comments.

The municipal solicitor, municipal insurer, and municipal planner recommended against permitting recreational trailers in the Natural Environment (NE) Zone. The SVCA concluded in their letter that SVCA staff would not find it acceptable for the Municipality to permit “Recreational Trailers’ within the NE Zone by amendment to existing NE policy, however, if a landowner could demonstrate by technical studies that a proposed development/structure, etc., is not affected by natural hazards, in that case, the SVCA may support, in principal, a site specific zoning amendment. (attachment)

COW#1 Recommendation: Seek direction from Committee of the Whole.
Draft #2 – Municipality of West Grey Corporate Asset Naming Policy

The Committee of the Whole reviewed a first draft of the above proposed policy during its April 30, 2019 meeting. Some minor amendments were requested, which have been made, and direction was to bring the amended version back to the March 28, 2019 Committee of the Whole meeting for further review. (attachment)

COW#2 Recommendation: Seek direction from the Committee of the Whole.

Respectfully submitted:
Mark Turner, Clerk
Mark Turner

From: Erroll Treslan <etreslan@owensoundlawyers.com>
Sent: Monday, April 15, 2019 10:14 PM
To: 'Mark Turner'
Subject: RE: Recreational Trailers in the Natural Environment (NE) Zone

Mark, please advise Council that I would recommend against amending your Comprehensive Zoning By-Law to permit the placement of recreational trailers in the NE zone for the following three (3) reasons:

1. I do not believe that the amendment would conform to the County of Grey Official Plan which currently provides that: "In the Hazard Lands designation buildings and structures are generally not permitted. Minor extensions or enlargements of existing buildings and structures may be permitted subject to the policies of Section 2.8. Non-habitable buildings connected with public parks, such as picnic shelters, may be permitted." The relevant wording in the County’s new draft approved OP remains basically the same.

2. While the primary reason for prohibiting structures in the NE zone may be flooding, there are a host of sensitive natural features (significant wetlands, significant woodlands, sensitive flora/fauna) that could be negatively affected by allowing trailers in the NE zone.

3. Permitting trailers in NE zones would obviously result in the potential for damage to property and/or personal injury in the event of extreme climatic conditions. Why would West Grey want to assume any potential liability for such losses?

If you have any further questions or concerns, please let me know. Erroll.

Erroll Treslan
142 10th Street West, P.O. Box 730, Owen Sound, Ontario N4K 5W9
Tel: 519-376-7450 | 1-800-513-5569 | Fax: 519-376-8288
Email: etreslan@owensoundlawyers.com
www.owensoundlawyers.com

The content of this communication is confidential and may be privileged. If you are not the intended recipient, would you please contact me and delete this message from your computer.

WARNING: From time to time, our spam scanners eliminate legitimate email from clients. If your email contains important instructions, please ensure that we acknowledge receipt of those instructions.

From: Mark Turner <mtturner@westgrey.com>
Sent: Friday, April 12, 2019 2:55 PM
To: Erroll Treslan <etreslan@owensoundlawyers.com>
Subject: FW: Recreational Trailers in the Natural Environment (NE) Zone

Hi Erroll,

Would appreciate a response sometime next week.

Mark Turner, B.A., AMCT
Clerk
Hi Mark,

Thank you for allowing us to review the material you have provided. We would not recommend amending the by-law to allow trailers to be located in a flood plain. In the event there is a flood causing damage or injury, the Municipality could be exposed to increased liability because they permitted the trailer to be located there.

We would recommend that the Municipality also seek legal advice with regard to amending the by-laws as they are legally binding.

Tony Commisso, CAIB, Regional Manager
1-800-265-4000 ext. 55237
tony.commisso@frankcowan.com
frankcowan.com

Hi Tony,

I would appreciate any comments that you would offer to share regarding the attached letter.

Mark Turner, B.A., AMCT
Clerk
March 26, 2019

Municipality of West Grey
402813 Grey Road 4
RR 2
Durham, ON
N0G 1R0

Attention: Mark Turner, Clerk

Re: Proposal to Permit Trailer in ‘NE’ Zone

In response to your letter dated March 25, 2019 regarding the above-noted matter, I offer the following:

It is my professional opinion that amending the West Grey Zoning By-law and the Trailer Licensing By-law to allow for a trailer in the ‘NE’ (Natural Environment) zone does not represent sound land use planning and could set an undesirable and dangerous precedent.

Whereas some of the commercial campgrounds in West Grey may be partially located on lands zoned ‘NE’, such uses legally predate the Zoning By-law and would have a legal status. In other words, the Municipality could not force the trailers to be removed from those sites, even if West Grey desired to take such action.

I cannot recommend, however, that Council grant permission for trailers to be placed in the ‘NE’ zone in new situations, or any existing situation that does not qualify as a legal non-conforming use.

The intent of the ‘NE’ zone seems to be very clear: keep all new buildings and structures out of this area. This will assist in protecting life and property.

Whether or not the wheels have been removed from the trailer does not seem relevant.

The Municipality’s solicitor should comment on this matter from a liability perspective, as that could also be a serious concern.
Whereas I understand the importance to the land owner and her family to have a trailer for recreational purposes, I can’t let emotions interfere with my role in providing sound planning advice to the Municipality. I would strongly encourage Council to direct the land owner to find an alternative location for her trailer that does not involve ‘NE’ lands.

Respectfully submitted,

Ron Davidson, BES, RPP, MCIP
April 15, 2019

Corporation of the Municipality of West Grey
402813 Grey Road 4
RR 2
Durham, ON NOG 1R0

ATTENTION: Mark Turner, Clerk

Dear Mr. Turner,

RE: Trailer Licensing Bylaw Number 73-2016, as amended

Saugeen Valley Conservation Authority (SVCA) staff has reviewed your letter, dated March 25, 2019 regarding the above-noted Trailer Licensing Bylaw; and more specifically, Council’s request for SVCA staff opinion as to whether or not it is advisable to permit a “Recreational Trailer” in the Natural Environment (NE) Zone.

Please be advised, SVCA’S comments offered below are made in accordance with our delegated responsibility for representing the “Provincial Interest” on hazard management encompassed by Section 3.1 “Natural Hazards” of the Provincial Policy Statement (PPS, 2014). This role provides for SVCA to review policy documents and applications under the Planning Act to ensure they are consistent with Section 3.1, of the PPS, 2014. Staff also provides the comments below in accordance with SVCA’s mandate for commenting on Planning Act matters as defined in the “SVCA Environmental Planning and Regulations Policies Manual”, as amended, October 2018.

It is our understanding a landowner came before your Council/Planning Committee to request support to permit a “Recreational Trailer” on a property, currently zoned Natural Environment (NE). We further understand the NE zoning, in general, has been made in accordance with the Grey County Official Plan (OP) policies for lands designated as Natural Hazard. The Natural Hazards designation as shown on Schedule A of the OP identifies those lands having inherent environmental hazards such as, but not limited to, flooding hazards and erosion hazards.

SVCA staff is familiar with the property referenced in your letter and we note the hazard specific to the property is floodplain. None-the-less, we understand Council is looking for SVCA’s opinion on permitting “Recreational Trailers” within the NE zone, in general, which will ultimately affect all lands zoned NE in the entirety of the Municipality.
With regard to the general intent of the Natural Hazard policies of the Grey County OP, development should be directed outside hazardous lands. Permitted uses within hazard lands, as per the OP, include agriculture, passive public parks, public utilities and resource based recreational uses. The aforementioned uses will only be permitted where site conditions are suitable and where the relevant hazard impacts have been reviewed. The natural hazard policies of the County OP are in conformance with Section 3.1 "Natural Hazard" policies of the PPS, 2014.

SVCA staff acknowledges your interpretation that "Recreational Trailers" as defined in the Municipality’s Zoning By-law would deem a recreational trailer as a “building” or “structure”; and therefore, would be subject to permitted uses outlined in the NE zoning. However, it is important to address the cumulative impacts of a policy change that would allow “Recreational Trailers” to be permitted within the NE Zone. "Development” as defined in the PPS includes a “change in land use”, in addition to “creation of a new lot”, or the “construction of buildings and structures”. As such, permitting “Recreational Trailers” within the NE zone would constitute a land-use change (i.e. policy change/amendment) not supported by either the County Official Plan or Section 3.1 of the PPS. Permitting “Recreational Trailers” within the NE Zone/Hazard Lands would create an unacceptable risk to public safety and to property damage by elevating the risk to the inhabitants in the event of a flooding and/or erosion emergency. The cumulative impact of such a policy change may also aggravate existing hazards and/or create new hazards, which is not supported by Provincial Policy (Section 3.0, PPS, 2014). For example, trailers and associated accessory structures could be carried away by flood waters, blocking downstream infrastructure such as bridges and culverts.

Therefore, based on the above-noted comments and policy direction, SVCA staff would not find it acceptable for the Municipality to permit “Recreational Trailers” within the NE Zone by amendment to existing NE policy. However, in such cases, where a landowner could demonstrate by technical studies a proposed development/structure, etc. is not affected by natural hazards, SVCA may support, in principal, a site specific zoning amendment.

Should the Municipality conclude mobile/recreational trailers are not a “building” or “structure” and would, therefore, not be controllable by NE zoning, SVCA’s comments above would not apply, as such a determination would be similar to SVCA’s position on these trailers from a Regulatory perspective previously clarified to the Municipality (i.e. exemption).

We trust these comments are helpful. Thank you for the opportunity to comment at this time. Feel free to contact this office should you have any questions.

Kind Regards,

Brandi Walter
Environmental Planning Coordinator
Saugeen Conservation

BW/

C.c. Christine Robinson, SVCA Member (via email)
Tom Hutchinson, SVCA Member (via email)
March 25th, 2019

The Alliance Lawyers
Barristers & Solicitors
142 10th Street West
Owen Sound, ON., N4K 3P9
Attn: Erroll Treslan

Dear Erroll,

RE: Trailer Licensing Bylaw Number 73-2016, as amended

West Grey Trailer Licensing By-law Number 73-2016, as amended by By-law Number 5-2018, permits recreational trailers on lands zoned A1, A2 and A3, that are 2 acres or more, subject to obtaining a residential entrance permit and civic addressing permit, as well as subject to paying the $1,000 annual trailer licensing fee.

I attach a copy of the aforementioned by-laws, as well as subsections 5.29 – “building” definition, 5.30 - “structure” definition, 5.245 “recreational trailer” definition, 6.39 “Recreational Trailers”, and section 31 – “NE – Natural Environment Zone” contained in West Grey Comprehensive Zoning By-law Number 37-2006, as amended.

Council had an individual come before them requesting support to permit a recreational trailer on a property over 2 acres on a year round, maintained municipal road, however, the subject property is entirely within the Natural Environment (NE) Zone, that does not permit any buildings or structures, as the NE Zone is typically an area subject to flooding.

Council is seeking your legal advice as to whether or not it is advisable to permit a recreational trailer in the Natural Environment (NE) Zone.

Apparently, the Building Code does not deem a recreational trailer as a building or structure as it is portable, although the “building” and “structure” definitions noted above would, I assume, apply to a recreational trailer. The SVCA attended one of the meetings with the individual in question, and indicated even though it is in the SVCA Regulated Area, the individual has indicated the recreational trailer is capable of being removed in an expeditious manner and therefore they do not have any concerns with at least with the request from the individual in question.
I will also be sending a similar letter to the SVCA, Municipal Planner, and Municipal Insurer, seeking their comment on this matter.

Please provide your legal opinion as to the advisability of Council amending the West Grey Comprehensive Zoning By-law 37-2006, as amended, and the West Grey Trailer Licensing By-law Number 73-2016, as amended, to permit a recreational trailer in the Natural Environment (NE) Zone, subject to meeting all other requirements of the two aforementioned by-laws.

Very truly yours,

MUNICIPALITY OF WEST GREY

Mark Turner, Hons. B.A., AMCT Clerk

MT/mt
Encl.
The Corporation of the Municipality of West Grey

March 25th, 2019

Frank Cowan Company
75 Main Street North,
Princeton, ON NOJ 1V0
Atttn: Tony Commission CAIB, Regional Manager

Dear Tony,

RE: Trailer Licensing Bylaw Number 73-2016, as amended

West Grey is seeking your advice from a municipal liability/risk management perspective regarding the following issue below. Feel free to call if you need any clarification.

West Grey Trailer Licensing By-law Number 73-2016, as amended by By-law Number 5-2018, permits recreational trailers on lands zoned A1, A2 and A3, that are 2 acres or more, subject to obtaining a residential entrance permit and civic addressing permit, as well as subject to paying the $1,000 annual trailer licensing fee.

I attach a copy of the aforementioned by-laws, as well as subsections 5.29 - "building" definition, 5.30 - "structure" definition, 5.245 "recreational trailer" definition, 6.39 "Recreational Trailers", and section 31 - "NE – Natural Environment Zone" contained in West Grey Comprehensive Zoning By-law Number 37-2006, as amended.

Council had an individual come before them requesting support to permit a recreational trailer on a property over 2 acres on a year round, maintained municipal road, however, the subject property is entirely within the Natural Environment (NE) Zone, that does not permit any buildings or structures, as the NE Zone is typically an area subject to flooding.

Council is seeking your opinion as to whether or not it is advisable to permit a recreational trailer in the Natural Environment (NE) Zone.

Apparently, the Building Code does not deem a recreational trailer as a building or structure as it is portable, although the “building” and “structure” definitions noted above would, I assume, apply to a recreational trailer. The SVCA attended one of the meetings with the individual in question, and indicated even though it is in the SVCA Regulated Area, the individual has indicated the recreational trailer is capable of being removed in an expeditious manner and therefore they do not have any concerns with at least with the request from the individual in question.
I will also be sending a similar letter to the SVCA, Municipal Planner, and Municipal Solicitor, seeking their comment on this matter.

Please provide your opinion as to the advisability of Council amending the West Grey Comprehensive Zoning By-law 37-2006, as amended, and the West Grey Trailer Licensing By-law Number 73-2016, as amended, to permit a recreational trailer in the Natural Environment (NE) Zone, subject to meeting all other requirements of the two aforementioned by-laws.

Very truly yours,

MUNICIPALITY OF WEST GREY

Mark Turner, Hons. B.A., AMCT
Clerk

MT/mt
Encl.
Dear Erik,

RE: Trailer Licensing Bylaw Number 73-2016, as amended

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As you are aware, Council/Planning Committee had an individual come before them requesting support to permit a recreational trailer on a property over 2 acres on a year round, maintained municipal road, however, the subject property is entirely within the Natural Environment (NE) Zone, that does not permit any buildings or structures, as the NE Zone is typically an area subject to flooding.

Council is seeking your opinion as to whether or not it is advisable to permit a recreational trailer in the Natural Environment (NE) Zone. If so approved, it would permit a recreational trailer on any lands or portion of lands zoned Natural Environment (NE) Zone, possibly immediately next to a river, for instance.

Apparently, the Building Code does not deem a recreational trailer as a building or structure as it is portable, although the “building” and “structure” definitions noted above would, I assume, apply to a recreational trailer. As you are also aware, you and Matt Armstrong attended one of the meetings with the individual in question, and indicated even though it is in the SVCA Regulated Area, the individual has indicated the recreational trailer is capable of being removed in an expeditious manner and therefore the SVCA has indicated it does not have any concerns with at least with the request from the individual in question, as it relates to SVCA regulations only.
I will also be sending a similar letter to the Municipal Planner, Municipal Solicitor, and Municipal Insurer, seeking their comment on this matter.

Please provide your opinion as to the advisability of Council amending the West Grey Comprehensive Zoning By-law 37-2006, as amended, and the West Grey Trailer Licensing By-law Number 73-2016, as amended, to permit a recreational trailer in the Natural Environment (NE) Zone, subject to meeting all other requirements of the two aforementioned by-laws, in terms of how it may or may not impact the SVCA Regulated Area/Regulations re: flood control/minimizing potential loss due to floods.

Very truly yours,

MUNICIPALITY OF WEST GREY

Mark Turner, Hons. B.A., AMCT
Clerk

MT/mt
Encl.
March 25th, 2019

Ron Davidson, Land Use Planning Consultant
265 Beattie Street
Owen Sound, Ontario
N4K 6X2

Dear Ron,

RE: Trailer Licensing Bylaw Number 73-2016, as amended

West Grey Trailer Licensing By-law Number 73-2016, as amended by By-law Number 5-2018, permits recreational trailers on lands zoned A1, A2 and A3, that are 2 acres or more, subject to obtaining a residential entrance permit and civic addressing permit, as well as subject to paying the $1,000 annual trailer licensing fee.

I attach a copy of the aforementioned by-laws, as well as subsections 5.29 – “building” definition, 5.30 - “structure” definition, 5.245 “recreational trailer” definition, 6.39 “Recreational Trailers”, and section 31 – “NE – Natural Environment Zone” contained in West Grey Comprehensive Zoning By-law Number 37-2006, as amended.

As you are aware, Council/Planning Committee had an individual come before them requesting support to permit a recreational trailer on a property over 2 acres on a year round, maintained municipal road, however, the subject property is entirely within the Natural Environment (NE) Zone, that does not permit any buildings or structures, as the NE Zone is typically an area subject to flooding.

Council is seeking your planning opinion as to whether or not it is advisable to permit a recreational trailer in the Natural Environment (NE) Zone.

Apparently, the Building Code does not deem a recreational trailer as a building or structure as it is portable, although the “building” and “structure” definitions noted above would, I assume, apply to a recreational trailer. The SVCA attended one of the meetings with the individual in question, and indicated even though it is in the SVCA Regulated Area, the individual has indicated the recreational trailer is capable of being removed in an expeditious manner and therefore they do not have any concerns with at least with the request from the individual in question.
I will also be sending a similar letter to the SVCA, Municipal Solicitor, and Municipal Insurer, seeking their comment on this matter.

Please provide your planning opinion as to the advisability of Council amending the West Grey Comprehensive Zoning By-law 37-2006, as amended, and the West Grey Trailer Licensing By-law Number 73-2016, as amended, to permit a recreational trailer in the Natural Environment (NE) Zone, subject to meeting all other requirements of the two aforementioned by-laws.

Very truly yours,

MUNICIPALITY OF WEST GREY

[Signature]

Mark Turner, Hons. B.A., AMCT
Clerk

MT/mt
Encl.
Attachment to Letters

The Corporation of the Municipality of West Grey

By-law Number 73 - 2016

Being a By-law to license trailers located in the Municipality of West Grey, except those located in an established trailer park in the Municipality of West Grey;

Whereas, Section 164 (1) of the Municipal Act 2001, S.O. 2001, c.25, as amended, provides that a local municipality may prohibit or license trailers located in the municipality;

And whereas the Municipality of West Grey desires to license trailers lawfully located within the boundaries of the Municipality of West Grey, other than those in an established Trailer Park, located in the Municipality of West Grey;

Now therefore, the Council of the Corporation of the Municipality of West Grey hereby enacts as follows:

Part 1 Administration

1.1 Short Title

This By-law may be cited as “The Trailer License By-law”

Part 2 Definitions

For the purposes of this By-law, the following definitions shall apply:

“Trailer” means any vehicle constructed to be attached and propelled by a motor vehicle and that is capable of being used by persons for living, sleeping or eating, even if the vehicle is jacked-up or its running gear is removed.

“Stored Trailer” means any trailer located on the property only for the purpose of sale or storage but shall not include any trailer being used at any time for living, sleeping, or eating accommodations of persons while located on the property.

“Trailer Park” means a trailer park or camp and/or an establishment comprising land as designated for such use as defined in the Municipality of West Grey Consolidated Zoning By-Law.

Part 3 Scope

1. The owner of land on which a Trailer situated within the Municipality of West Grey shall be responsible for obtaining a license from the Municipality unless an exemption under this By-law is applicable. No license shall be issued unless the prescribed fee has been paid.

Part 4 Exemptions

1. A Stored Trailer shall not require a license.

2. Trailers situated within a Trailer Park shall not require a license.
3. Where a building permit for a single family dwelling unit has been issued by the Municipal Chief Building Official, and where the Zoning By-law permits such, the permit holder may enter into an agreement for the placement of a Trailer on the property where the unit is being constructed or reconstructed solely for the period of the construction and only if any applicable fees are paid and the Trailer is promptly removed prior to the expiration of the said building permit.

4. A single Trailer shall not require a license on A1, A2 or A3 Zones of 5 acres or more where an established single family residence exists on the property.

Part 5 License Fee

1. The annual license fee for each Trailer shall be $1,000.00. The license fee shall be applicable for a period of not more than 364 days (the ‘term’).

2. The license fee is payable in advance for the term.

3. The license fee is imposed upon the owner of the property on which the Trailer is located. If the owner fails to make payment of the license fee in any year the fee shall be deemed overdue and such license fees shall be collected in like manner as municipal taxes.

Part 6 Penalty

1. Any person who contravenes any of the provisions of this by-law, is guilty of an offence and upon conviction is liable to a fine as provided for in the Provincial Offenses Act.

2. Upon registering a conviction for a contravention of any provision of this by-law, the Ontario Court, Provincial Division, may in addition to any penalty imposed by this by-law make an order prohibiting the continuation or repetition of the offence by the person convicted.

Part 7 Validity

1. If any section, clause, or provision of this by-law is for any reason declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the by-law as a whole or any part thereof other than the section, clause, or provision so declared to be invalid and it is hereby declared to be the intention that all the remaining sections, clauses, or provisions of the by-law shall remain in full force and effect until repealed, notwithstanding that one or more provisions thereof shall have been declared to be invalid.

Part 8 Repeal of Previous By-law

1. By-law Number 33-2012 is hereby repealed.

Part 9 Effective Date

1. This by-law shall come into force and effect on the date of passing thereof.
Read a first and second time this 18th day of August, 2016.

Read a third time and finally passed this 18th day of August, 2016.

Mayor – Kevin Eccles

CAO/Deputy Clerk – Larry C. Adams
5.27 **BOARDING, LODGING OR ROOMING ESTABLISHMENT**, means a dwelling where rooms are regularly let, with or without the provision of meals, for a consideration to three or more persons, other than the owner, lessee or tenant of the dwelling.

5.28 **BUFFER AREA OR STRIP**, means a landscaped area intended to obstruct or reduce the noise, lighting glare, unsightly views or any other nuisance of one land use or property onto another and may include such screening features as a continuous row of trees or hedge row of evergreens or shrubs, a berm, a wall, or an opaque fence.

5.29 **BUILDING**, means any structure temporary or permanent, which is used or intended to be used for the shelter, accommodation or enclosure of persons, animals or chattels, but does not include a lawful boundary wall or fence.

5.30 **BUILDING AREA**, means the greatest horizontal area of a building above finished grade within the outside surface of exterior walls and the centre line of firewalls.

5.31 **BUILDING INSPECTOR**, means a person appointed by the municipality, who is charged with enforcing the provisions of the Building Code, Building By-law, Zoning By-law and other local by-laws, as required.

5.32 **BUILDING, MAIN**, means a building designated or used for the principal use of the lot.

5.33 **BUILDING OFFICIAL, CHIEF** means a person appointed or constituted by the Council of a Municipality who is charged with the duty of enforcing the provisions of the Ontario Building Code, the Building By-law, the Zoning By-law and other local by-laws, as may be amended.

5.34 **BUILDING SETBACK**, means the least horizontal distance permitted by this By-law as measured between a lot line of a lot and the nearest portion of any building, structure or open storage area.

5.35 **BUILDING SUPPLY OUTLET**, means a building, structure or parts thereof where building, construction or other home improvement materials are stored for the purpose of wholesale or retail and may include accessory facilities for the cutting of the finished lumber products.

5.36 **BULK FUEL DEPOT**, means the use of land, building or structures or parts thereof for the bulk surface or underground storage of propane, petroleum products, chemicals, gases or similar products and may include the distribution of same.

5.37 **BULK SALES ESTABLISHMENT**, means a building or structure used for the sale of goods in bulk form, and includes the storage and display of such goods.

5.38 **BUSINESS OR PROFESSIONAL OFFICE**, means a building, structure or parts thereof in which one or more persons are employed in the management, direction or conducting of a business, or where professionally qualified persons and their staff serve clients or patients who seek advice, consultation or treatment and may include the administrative offices of a not for profit or charitable organization.
c) **CELLAR**, means that portion of a basement which is more than 60 percent below finished grade, measured from finished floor to finished ceiling.

d) **CRAWL SPACE**, means that portion of a basement which is less than 1.8 m (5.9 ft) measured from finished floor to finished ceiling.

e) **FIRST STOREY** or **GROUND FLOOR**, means the storey having its floor level closest to the finished grade and its ceiling at least two metres above finished grade.

f) **SECOND STOREY** or **SECOND FLOOR**, means the storey directly above the first storey.

5.236 **STREET**, means a highway: as defined under the Public Transportation and Highway Improvement Act, 2001, and the Municipal Act, R.S.O. 1990, Chapter M.45; and which has been assumed for public use and is maintained year-round by the municipality or any other public authority.

5.237 **STREET LINE**, means the dividing line between a street and any lot.

5.238 **STRUCTURE**, means anything constructed either permanent or temporary, the use of which requires location on or an attachment to something having location on the ground. Manure storage/handling facilities and associated pits and lagoons are structures for the purposes of this By-law. Fences, pavement, curbs, walkways, retaining wall or signs are not considered structures for the purposes of this By-law.

5.239 **SWIMMING POOL**, means any body of water permanently located outdoors or indoors, contained by artificial means and used and maintained for the purpose of swimming, wading, diving or bathing.

5.240 **TAVERN**, means a "tavern" as defined by the **Liquor Licence Act**, as amended.

5.241 **TERRACE**, means an open, uncovered, level space at ground level that is either natural or man-made.

5.242 **TILLABLE HECTARES**, means the total area of land including pasture that can be worked or cultivated.

5.243 **TRAILER CAMP OR PARK**, means any land upon which two or more trailers are used or intended to be used for human occupation on a temporary basis.

5.244 **TRAILER, PARK MODEL**, means a prefabricated residential dwelling unit designed and constructed in accordance with CSA requirements which is towed on its own chassis and its running gear may be removed. It is designed and equipped for year-round occupancy containing suitable sanitary facilities including a flush toilet, shower or bathtub.

5.245 **TRAILER, RECREATIONAL**, means any portable structure or vehicle designed, intended and used exclusively for the temporary or seasonal living, sleeping or eating accommodation of persons therein, during travel, recreation and vacation and which is either capable of being drawn by a motor vehicle or is self propelled, and may include...
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seasonal recreational travel trailers, tent trailers, camper vans, motor homes, camper pick-up and similar transportable accommodation but not a mobile home or a park model trailer.

5.246 TRAILER, SEASONAL RECREATIONAL TRAVEL, means a structure built on a single chassis mounted on wheels designed to facilitate relocation from time to time and used primarily as living quarters for seasonal camping and connected to utilities necessary for operation or installed fixtures and appliances.

5.247 TRAILER, RECREATIONAL SALES AND SERVICE ESTABLISHMENT, means the use of land, buildings or structures or parts thereof for the display and sale of recreational trailers, seasonal recreational travel trailers, tent trailers, camper vans, camper pick-ups and motor homes, and includes the servicing and repair of such trailers.

5.248 TRANSPORT ESTABLISHMENT, means the use of land, buildings, structures or parts thereof, where commercially licensed trucks, transports and buses are rented, leased, loaded or unloaded, serviced or repaired, kept for hire, stored or parked for dispatching as common carriers or where goods are temporarily stored for further shipment.

5.249 U-BREW ESTABLISHMENT, means a building or part thereof used for the sale of ingredients and/or kits for beer, cider and wine making and includes the brewing and bottling of the same by the public on the premises.

5.250 USE, means the purpose for which a lot, building or structure, or any combination thereof, is designed, arranged, intended, occupied, or maintained and "uses" shall have a corresponding meaning. "Use" when used as a verb, or "to use", shall have a corresponding meaning.

5.251 WAREHOUSE, means a building or part thereof used for packaging, storage and distribution of goods, wares, merchandise, foodstuff, substances or articles and may include wholesale outlet but does not include a mini-warehouse establishment or transport establishment.

5.252 WATERCOURSE, means the natural or altered channel for a stream or water body and for the purpose of this By-law, includes the channel for intermittent streams. Isolated farm or recreational ponds, without an inlet or outlet stream, are excluded from this definition.

5.253 WATER TREATMENT FACILITY, means a building or structure approved by the Ministry of the Environment, where water is treated for human consumption and use, and includes a water pumping station.

5.254 WHOLESALE OUTLET, means a building, structure or part thereof used for the storage, distribution and sale of goods, wares, articles or merchandise to other wholesalers, retailers, industrial, institutional or professional users or to the consumer.

5.255 YARD, means a space appurtenant/adjacent to a building, structure or excavation, located on the same lot as the building, structure or excavation, and which space is open, uncovered and unoccupied from the ground to the sky except for such accessory buildings, structures, or uses or yard encroachments as are specifically permitted elsewhere in this By-law.
the closed landfill site's perimeter. No development shall be permitted on lands zoned with the "h" suffix. The "h" suffix may be removed from a property or portion thereof provided a further evaluation has been conducted for said property in accordance with Section D7.11 of the Official Plan at the property owner's expense, as recommended in the evaluation. In addition, given that a surface watercourse traverses the subject property, the potential or access to, or use of, surface water should be considered when evaluating proposals for new developments or changes in land use for the property situated downstream of the watercourse, which is located to the southwest of the former landfill site. Where there is no intended use of, or potential access to, surface water associated with the proposed change in land use, no further assessment will be necessary. If there is a potential of use of or access to, surface water, then an additional assessment is necessary. The requirement for such an assessment would depend on the nature of the proposed development or change in land use. In this regard, an "h" (holding) suffix has been applied to the zoning of lands located downstream of the watercourse, to the southwest of the landfill site. The "h" suffix may be removed from the property or portion thereof provided a further evaluation has been conducted for said property in accordance with Section D7.11 of the Official Plan at the property owner's expense, as recommended in the evaluation and to the satisfaction of the Municipality.

The evaluation of the closed landfill site on David Winkler Parkway in Neustadt involved test pitting only on the property and concluded that the close site is not impacting on adjacent properties with regard to groundwater contamination, surface water contamination or the generation of landfill gases (particularly methane). An "h" (holding) suffix has been applied to the zoning of lands within 30 metres of easterly and southeasterly perimeter of the closed landfill site. No development shall be permitted on lands zoned with the "h" suffix. The "h" suffix may be removed from a property or portion thereof provided a further evaluation has been conducted for said property in accordance with Section D7.11 of the Official Plan at the property owner's expense, as recommended in the evaluation and to the satisfaction of the Municipality.

6.39 RECREATIONAL TRAILERS

A maximum of one recreational trailer is permitted for seasonal human occupation for temporary use and on lands zoned 'A1', 'A2' or 'A3' where the lot area is 3 hectares in size or greater and where the lot fronts onto an open and maintained municipal road and contains an approved entrance and posted civic address signage. The recreational trailer shall also be subject to the "Trailer License By-law". The placement of a recreational trailer shall not constitute a principal use for the purposes of allowing an accessory use, building or structure to be erected on the property.
SECTION 31 – NE - NATURAL ENVIRONMENT ZONE

31.2 PERMITTED USES
- Agricultural uses excluding:
  - New buildings and structures
- Conservation uses including:
  - Forest Management
  - Fish and wildlife management
  - Flood control
  - Erosion Control
- Municipal drains
- Passive recreation
- Public Park areas but not including buildings or structures
- Parking area
- Existing uses, buildings and structures, permitted as of the date of passing of this By-law

31.2 REGULATIONS
Within any NE Zone, no land shall be used and no new building or new structure shall be constructed, altered or used except in accordance with the following regulations:

a) No alteration or disturbance to watercourses or to municipal drains associated with open watercourses will be permitted without the prior written approval of the Conservation Authority having jurisdiction in the area.

b) Maintenance of existing driveways within the natural environment shall be permitted. New driveways and improvements will require prior written approval from the Conservation Authority having jurisdiction in the area.

c) Any cutting or destruction of trees shall be subject to the requirements of the County of Grey Tree Cutting By-law.

d) Buildings accessory to a Conservation, Passive Recreation or Park use shall meet front, rear and side yard requirements of the Agricultural Zone.

e) Related Natural Environment Setbacks are contained within the applicable regulations of Section 6-General Provisions of this By-law.

f) Interpretation of the limits of NE zone boundaries shall be governed by Section 2.6 of this By-law.
Policy Statement

The Municipality of West Grey is committed to providing an equitable, consistent and efficient process for the naming or renaming of West Grey owned assets.

Purpose

The purpose of this policy is to:

1. Establish a clear, consistent and inclusive approach should Council wish to confer a specific name on West Grey owned assets;

2. Ensure asset naming is aligned with legislation, bylaws, the West Grey Strategic Plan and West Grey programs and services; and

3. Ensure taxpayers are aware of opportunities for their involvement in the naming or renaming of a West Grey asset.

Scope

West Grey Council approval is required for the naming/renaming of West Grey assets. This policy applies to the following West Grey owned assets:
1. Roads 6. Trails
2. Buildings and rooms or features therein 7. Walkways/ bicycle paths
3. Structures 8. Landscape elements
5. Culverts 10. Real property including public open space

There are several instances in which the naming of a West Grey asset may be considered:

- When honouring an individual or group
- Providing recognition of donations, sponsorships and joint ventures
- Opening of new assets or re-opening assets following refurbishment
- When circumstances dictate the renaming of an asset
- As otherwise determined by West Grey Council

Certain West Grey assets, such as the West Grey administration building and others as may be determined by West Grey Council, are not eligible for naming proposals.

West Grey retains ownership and control over any named asset.

Acceptable Names

The selection of a name will be based on a number of criteria including but not limited to the following:

- Understandable to the majority of West Grey citizens
- Consistent with any other applicable policies
- Assists with emergency response situations by being consistent with street names and geographical locations

Preference will be given to names that:

- Give a sense of place, continuity and belonging reflecting the geographic location, community or neighbourhood where the corporate asset is located
- Recognize the historical significance of the area
- Reflect unique characteristics of the site or asset
- Recognize native flora and fauna
- Reflect the type of service offered
- Are in keeping with a selected theme
- Honour individuals who have:
  a. Demonstrated excellence, courage or exceptional service to the citizens of West Grey, the Province and/or Canada;
  b. Provided extensive community service, worked to foster equality and reduce discrimination;
  c. Made a significant financial contribution to an asset, that significantly benefits the community; or
  d. Historical significance to West Grey, the Province and/or Canada

Naming in honour of elected or appointed public officials, administrative officials or staff is to occur only after five years of their West Grey public service or employment has concluded.

Where the name of an individual is recommended, written consent must be obtained from the individual or their next of kin prior to consideration by West Grey Council or Committee of the Whole (Council).

This policy does not preclude any corporate sponsorship naming opportunities West Grey may wish to develop.

Prohibited Names

Unless otherwise determined by West Grey Council, no name shall be chosen that:

1. Causes confusion due to duplication of or similarity with existing named locations or features within West Grey;

2. Is the name of:
   a. an entity associated with tobacco, alcohol or obscenity
   b. a religious or political organization;

3. May have an inappropriate acronym, short form or modification;

4. Is discriminatory or derogatory; or

5. Is incompatible with West Grey's stated corporate vision, values and goals as set out in the West Grey Strategic Plan.

Changing an Existing Name

The following factors will be considered by West Grey when assessing the merits of a request to change the existing name of a West Grey asset:
1. Historical significance of the name;
2. Impact on the currently named individual, organization or entity
3. Cost and impact of:
   a. Changing existing signage
   b. Rebuilding community recognition
   c. Updating records such as letterhead, databases and promotional materials
   d. Emergency services/911

Unless otherwise provided in an asset naming agreement, West Grey may review, change or remove the name of a West Grey asset at any time.

Commemorative Naming of West Grey Roads

Notwithstanding the provisions of this policy to the contrary, West Grey Council may assign an honourary designation to a West Grey road or section of said road to commemorate truly exceptional achievements and/or contributions of an individual to West Grey. In doing so, West Grey Council must be satisfied that:

1. The honourary designation is not expected to create undue confusion for civic and mailing address purposes, particularly emergency services response situations.

2. It is well documented and communicated broadly that roads assigned an honourary designation are not officially renamed.

3. Individual family tribute or commercial and corporate related recognition is not permitted. Further, applying an honourary name to more than one West Grey road or portions thereof is not permitted.

Duration of Naming/Renaming

Donations/sponsorship naming initiatives will have a specific sunset clause associated with the length of time that the name will be used. Naming agreements may be renewed if an appropriate donation or sponsorship is received.

Naming/Renaming Procedure

The following procedure applies to the naming or renaming of a West Grey asset:
1. Any person may submit to the Clerk's Office a written request to name or rename a specific West Grey asset. A complete submission is to include at least the following information:

   a. Proponent's name, address, telephone number and where applicable, email address;

   b. A description of the West Grey asset to be named/renamed;

   c. Names relating to individuals, family names or community groups will require the written consent of the family member, estate, or group executive;

   d. A map showing the location of the asset which is the subject of the request;

   e. Background information concerning the rationale for the requested name;

   f. Biographical or background information if the name proposed is the name of an individual, group or organization;

   g. An overview of any public outreach and documented support received for the proposal;

   h. Any applicable fees as may be established by West Grey Council;

2. A review of the naming proposal will be conducted by West Grey using the assessment criteria set out in this policy to ensure the name has not been used in the past, is consistent with adopted policy and strategic direction of West Grey, and is meritorious.

3. A complete proposal package will be circulated for comment and review by the Clerk to West Grey departments, and other agencies as may be considered appropriate or necessary by the Clerk.

4. A staff report will be prepared and provided to the Committee of the Whole (Council) for consideration and recommendation to West Grey Council.
5. Before making a final determination on a name, West Grey Council may extend an invitation to members of the general public to provide input on the naming proposal, if deemed appropriate.

6. If a naming offer is not accepted, the proponent shall be advised as to the reasons.