

## Staff Report

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**Report To:** City Council  
**Report From:** Briana Bloomfield, City Clerk  
**Meeting Date:** January 16, 2023  
**Report Code:** CR-23-002  
**Subject:** Alternate Member of County Council 2022-2026

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### Recommendations:

THAT in consideration of Staff Report CR-23-002 respecting an alternate member of County Council from 2022-2026, City Council directs staff to bring forward a by-law to appoint the Council member who is nominated as the Alternate Member of County Council.

### Highlights:

- The *Municipal Act, 2001* provides authority to a municipality to appoint an alternate member to the upper-tier council.
- City Council appoints an alternate member to Grey County Council to:
  - ensure there is adequate representation for weighted votes; and
  - to provide another councillor with the opportunity to gain experience at the County level.

### Strategic Plan Alignment:

This report supports the delivery of Core Service.

### Previous Report/Authority:

*Municipal Act, 2001*, section 268

Alternate Member of County Council Policy No. CrS-C41

## **Background:**

The *Municipal Act, 2001* provides authority to a municipality to appoint an alternate member to the upper-tier council, to act in place of a person who is unable to attend a meeting of the upper-tier council for any reason. Only one alternate can be appointed and they must be appointed for the term of council. An alternate appointed by a local council cannot act as an alternate for the Warden.

City Council has a policy on how to appoint an alternate member of County Council and it is attached to this report for ease of use.

Grey County also has a [policy](#) on alternate members which is attached to this report. The Grey County policy outlines notice requirements, compensation, voting, orientation, meeting preparation, declaration of office, closed session meetings, electronics, and communication.

## **Analysis:**

Having an alternate member for County Council ensures that there is adequate representation when a weighted vote is called and provides the alternate member with an opportunity to gain experience at the County level.

This report is being brought forward to initiate the process to appoint the alternate member of County Council. A by-law will be brought forward at the January 30, 2023 meeting to make the formal appointment.

## **Financial Implications:**

Grey County compensates the alternate member should they attend a meeting.

## **Communication Strategy:**

The Grey County Clerk will be notified of the appointment. The Grey County Clerk will contact the alternate to schedule the declaration of office and a training session.

## **Consultation:**

Grey County Clerk

**Attachments:**

1. City Policy No. CrS-C41 - Alternate Member of County Council
2. County Policy No. G-GEN-011 – Council Alternate Member Policy

**Recommended by:**

Briana Bloomfield, City Clerk

Kate Allan, Director of Corporate Services

**Submission approved by:**

Tim Simmonds, City Manager

For more information on this report, please contact Briana Bloomfield, City Clerk at [bbloomfield@owensound.ca](mailto:bbloomfield@owensound.ca) or 519-376-4440 ext. 1247.