Staff Report

Report To: City Council

Report From: Briana Bloomfield, City Clerk

Meeting Date: November 30, 2026

Report Code: CR-26-095

Subject: Alternate Member of Grey County Council 2026-2030

Recommendations:

THAT in consideration of Staff Report CR-26-095 respecting an alternate member of Grey County Council from 2026-2030, City Council directs staff to bring forward a by-law to appoint the Council member who is nominated as the alternate member of Grey 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
    - provide another councillor with the opportunity to gain experience at the County level.
- The Council Seating and Appointments Policy No. GOV0001 outlines the process for selecting the alternate member.

Vision 2050 - Strategic Plan Alignment:

Strategic Plan Priority: The recommendation contributes to core service delivery or a corporate initiative that enables service delivery for one or more strategic priorities.

Previous Report/Authority:

Municipal Act, 2001, section 268

Council Seating and Appointments Policy No. GOV0001

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.

The Council Seating and Appointments Policy No. GOV0001 outlines the process for selecting the alternate member and this policy will be utilized during the meeting to determine who the alternate member will be.

Grey County also has a policy titled "Council Alternate Member Attendance Policy" that can be reviewed for more information.

Analysis and Options:

Having an alternate member for Grey 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. The by-law to appoint the alternate member will come forward for approval at the December 14, 2026, Council meeting.

Resource Alignment:

Financial Resources

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

Human Resources

N/A.

Time and Scheduling

The appointment will begin once the by-law is approved and the declaration of office complete.

Technology and Infrastructure

Grey County staff will review technical requirements with the alternate member if required.

Climate and Environmental Impacts:

There are no anticipated climate or environmental impacts.

Communication and Engagement:

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.

Report Developed in Consultation With:

Grey County Clerk

Attachments:

None.

Reviewed by:
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 or 519-376-4440 ext. 1247.