The County of Peterborough  
County Council

To: Warden and Members of Council
From: Sheridan Graham, Director, Corporate Projects and Services  
Lynn Fawn, Manager, Legislative Services/Clerk
Date: April 3, 2019

Subject: CPS 2019/013 Council Alternate Member

Recommendation: That County Council approves and adopts the Council Alternate Member Policy CO-13 and that the Clerk be directed to prepare the necessary by-law.

Overview

Effective January 1, 2018 lower tier councils may appoint an Alternate Member to attend County Council if a regular member is absent. The Alternate Member Policy provides guidance regarding notice, compensation, voting, etc.

Background

Bill 68, Modernizing Ontario’s Municipal Legislation Act, 2017 received Royal Assent May 30, 2017. Among several other changes to the Municipal Act is the inclusion of Section 268 Temporary Replacement of Upper Tier Council.

Section 268 provides for a lower tier council to appoint one of its members as an alternate to the upper tier council to act in place of a person who is a member of both the upper and lower tier councils when a person is unable to attend a meeting of the upper tier council for any reason. The appointment must be one member for the term of council and cannot be the appointment of an alternate head of council of the upper tier municipality.

Section 268 does not cover vacancies of a local council where a seat has been declared vacant in accordance with Section 259 of the Municipal Act.

It will be up to each local municipality to determine if it wishes to appoint an alternate member to Peterborough County Council.
Analysis
The purpose of the attached Policy CO-13 Alternate Council Member is to provide consistent application of an Alternate Member policy for members from a lower tier municipality appointed for the term of Council to attend an upper tier Council meeting in place of a regular upper tier member.

In reviewing other upper tier by-laws/policies the matter of compensation is divided. Most upper tiers pay compensation to the Alternate Member, as they would pay to the regular member, as they are doing the business of the County. Some upper tiers feel that cost should be borne by the lower tier and their by-law/policies reflect this.

One other item that differed between municipalities was whether the Alternate Member could attend Closed Session. The proposed policy before Council today includes the Alternate Member attendance in Closed Session, as staff feel that the Alternate Member has sworn the same Oath of Office as any other Council member and therefore should be provided the same access to Council meetings.

Financial Impact
If an Alternate Member is appointed to County Council, there will be a per diem applicable of $150.00 per meeting per the County’s Remuneration By-law.

Anticipated Impacts on Local and/or First Nations Communities
Not applicable to this report.

Link to County of Peterborough Strategic Plan Priorities
Financial Sustainability and Fiscal Responsibility
Talent Management

In consultation with:
1. CAO, Troy Speck
2. Leadership Team
3. Lower Tier Clerks

Communication Completed/required: None at this time.
Attachments: None.

Respectfully Submitted,
Original Signed by
Sheridan Graham
Director, Corporate Projects & Services

Respectfully Submitted,
Original Signed by
Lynn Fawn
Manager, Legislative Services/Clerk

For more information, please contact
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