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| Grey County Logo | Corporation of the County of Grey Corporate Procedure |

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| Land Use Agreement Procedure | |
| Approved by: County Council  Date Approved: November 27, 2012 | Procedure #: MS-GEN-002-001  Parent Policy: MS-GEN-002 |
| Last Modified Date: N/A Replaces:  Scheduled for Review by: 2017 | Author: Clerk’s Department |
| **References and Related Documents**  [Forest and Trail Access Policy](https://greydocs.greycounty.ca/ucm/idcplg?IdcService=GET_FILE&dDocName=GC_066433&RevisionSelectionMethod=LatestReleased&Rendition=Web)  [Private Crossing Agreement Procedure](https://greydocs.greycounty.ca/ucm/idcplg?IdcService=GET_FILE&dDocName=GC_066447&RevisionSelectionMethod=LatestReleased&Rendition=Web)  [Grey County Recreational Trails Strategy 2009](https://greydocs.greycounty.ca/ucm/idcplg?IdcService=GET_FILE&dDocName=GC_007564&RevisionSelectionMethod=LatestReleased&Rendition=Web)  [By-Law 4284-06 Private Crossing Agreements with adjacent landowners along CP Rail Line](https://greydocs.greycounty.ca/ucm/idcplg?IdcService=GET_FILE&dDocName=GC_040306&RevisionSelectionMethod=LatestReleased&Rendition=Web)  [Policy ADM-02-08 Delegation of Duties Schedule A Amended 2011](https://greydocs.greycounty.ca/ucm/idcplg?IdcService=GET_FILE&dDocName=GC_045787&RevisionSelectionMethod=LatestReleased&Rendition=Web)  [Memorandum of Understanding Third Party Use of County Property Template](https://greydocs.greycounty.ca/ucm/idcplg?IdcService=GET_FILE&dDocName=GC_062874&RevisionSelectionMethod=LatestReleased&Rendition=Web) | |
| **Forms** | |

## Purpose

The purpose of this procedure is to provide a standardized process for staff to follow when completing land use agreements with recreational clubs and other organizations using Grey County property.

## Scope

This procedure will encompass annual land use agreements for use of Grey County property by recreational clubs. This procedure will also encompass onetime special event agreements for use of Grey County property for approved recreational events.

### Annual Land Use Agreements

Several recreational clubs currently have land use agreements with Grey County for permission to use and maintain trails owned by Grey County. Currently the following are approved recreational uses within Grey County properties;

* Hunting (in all but St. Vincent and Derby tracts)
* Fishing
* Trapping
* Hiking
* Cycling (as listed in the Recreational Trails Strategy)
* Snowmobiling on Ontario Federation of Snowmobile Club (OFSC) sanctioned trails
* Snowshoeing
* Equestrian (as listed in the Recreational Trails Strategy)
* Outdoor education and research
* ATVs are permitted on the CP Rail Trail only between Dundalk and Sunny Valley Road

The Director of Planning or his/her designate shall have the authority to approve all annual land use agreements as long as the agreements conform to the approved uses contained within the Recreational Trails Strategy as per the Delegation of Duties By-Law.

### Special Event Land Use Agreements

Several user groups will request a onetime use of a trail owned by Grey County for a special event such as a school function or fundraising event. All groups are requested to provide the following:

* insurance certificates of $5 million liability insurance with the County added as additional insured
* traffic control
* barriers
* security
* signage
* providing proof of notification of affected road authorities

The County will be responsible for:

* site review prior to event to determine suitability
* site review after event to determine if damage occurred
* providing agreement to organization

### Approval Process

* group must submit request in writing outlining:
  + date and time of event
  + type of event
  + number of anticipated participants
* County will:
* Review request to ensure the event falls within the parameters of the approved Recreational Trail Strategy
* If the type of event falls outside of the Recreational Trails Strategy, a report will be prepared for consideration by the Planning and Community Development Committee