



Town of Erin Corporate Report

Department: Corporate Services	Report Number: C2025-07
Business Unit: Legislative Services	Meeting Date: 4/24/2025
Presented/ Prepared By: Nina Lecic, Director of Legislative Services & Town Clerk	

Subject

Appointment of Alternate Municipal Law Enforcement Officers (MLEOs)

Recommendation

That report number C2025-07 “Appointment of Alternate Municipal Law Enforcement Officers (MLEOs)” be received for information;

And that By-law 25-39, to appoint alternate MLEOs, as listed on the April 24, 2025, agenda be approved;

And that Council hereby delegates the authority to appoint alternate MLEOs, for the purposes of coverage, to the Town Clerk in accordance with Council approval within the parameters of the annual budget.

Background

The Town appointed a full time MLEO in 2022. The Town does not currently employ alternate MLEOs to provide coverage during the MLEO’s time away for work. The purpose of this report is to appoint alternate MLEOs to ensure consistent by-law enforcement coverage for time away/vacation time.

Discussion

Subsection 55(1) of the *Community Safety and Policing Act, 2019* (the “Act”), as amended, authorizes municipalities to appoint persons to enforce the by-laws of the municipality, and subsection 55(2) of the Act designates Municipal Law Enforcement Officers as Peace Officers for the purpose of enforcing municipal by-laws.

The effective enforcement of by-laws often requires timely responses to by-law infractions. To ensure that the Town provides consistent enforcement services to residents, the appointment of alternate officers is recommended. Furthermore, should either of the alternate MLEOs be unavailable to provide coverage, delegated authority is recommended to the Town Clerk to appoint alternate MLEOs, within the parameters of the Council-approved municipal budget. Delegated authority will enable staff to efficiently ensure a consistent level of by-law enforcement in the community and is consistent with best municipal practice in many municipalities.

Strategic Pillar

Service Excellence & Good Governance

Financial Impact

The Financial impact of hiring two alternate By-law officers (for back up as required) to cover approximately three weeks throughout the balance of the year, would be \$4,578. When comparing the By-law Part Time Salary 2025 Budget to year-to-date actuals, the amount of \$4,578 is within the budget.

Attachments

None.

Nina Lecic

Director of Legislative Services & Town
Clerk

Rob Adams

Chief Administrative Officer