



# Staff Report

## Community Services – By-law Enforcement

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**Report To:** Council Meeting  
**Meeting Date:** May 12, 2025  
**Report Number:** CS.25.029  
**Title:** Appointment of Municipal Law Enforcement Officers  
**Prepared by:** Emily Beauchamp, Administrative Assistant, By-law Services

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### A. Recommendations

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THAT Council receive Staff Report CS.25.029, entitled “Appointment of Municipal Law Enforcement Officers”;

AND THAT Council enact a By-law to appoint Scott Chalmers, Cullen Nissen and Christopher Perrin as Municipal Law Enforcement Officers for the purposes of enforcing the by-laws of the municipality.

### B. Overview

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This report requests that Council enact a By-law to appoint Scott Chalmers, Cullen Nissen and Christopher Perrin as Municipal Law Enforcement Officers for the purposes of enforcing the by-laws of the municipality.

### C. Background

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One 18-month contract Municipal Law Enforcement Officer (MLEO) position and two seasonal MLEO positions were posted in early 2025. The 18-month contract is to fill an upcoming parental leave and the two seasonal positions are to assist with parking enforcement for the upcoming summer season. These positions were filled externally and employment of the successful candidates, Scott Chalmers and Cullen Nissen (seasonal) and Christopher Perrin (18-month contract), commences on May 12th and May 26th, respectively.

### D. Analysis

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Council must approve the enactment of a By-law to authorize Scott Chalmers, Cullen Nissen and Christopher Perrin to be able to enforce the By-laws of the municipality.

### E. Strategic Priorities

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#### 2. Organizational Excellence

We will continually seek out ways to improve the internal organization of Town Staff and the management of Town assets.

## **F. Environmental Impacts**

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N/A

## **G. Financial Impacts**

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N/A

## **H. In Consultation With**

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Michelle Corner, HR Coordinator

## **I. Public Engagement**

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The topic of this Staff Report has not been the subject of a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. However, any comments regarding this report should be submitted to Debbie Young, Manager of By-law and Licensing, [bylaw@thebluemountains.ca](mailto:bylaw@thebluemountains.ca).

## **J. Attached**

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1. Draft MLEO Appointment By-law

Respectfully submitted,

Emily Beauchamp  
Administrative Assistant, By-law Services

For more information, please contact:  
Debbie Young, Manager of Bylaw and Licensing  
[bylaw@thebluemountains.ca](mailto:bylaw@thebluemountains.ca)  
519-599-3131 extension 242

### Report Approval Details

Document Title:	CS.25.029 Appointment of Municipal Law Enforcement Officers.docx
Attachments:	- Att.1 Being-a-By-Law-to-Appoint-Municipal-Law-Enforcement-Officers.pdf
Final Approval Date:	Apr 30, 2025

This report and all of its attachments were approved and signed as outlined below:

**Debbie Young - Apr 29, 2025 - 2:12 PM**

**Ryan Gibbons - Apr 30, 2025 - 9:15 AM**

**The Corporation of the Town of The Blue Mountains**

**By-Law Number 2025 –**

**Being a By-law to appoint a Municipal Law Enforcement Officer**

Whereas Section 11 of the Municipal Act, 2001, authorizes the council of a local municipality to enact by-laws respecting matters within its sphere of jurisdiction and refers to municipal law enforcement officers;

And Whereas Council of The Corporation of the Town of The Blue Mountains deems it expedient to enact a By-law to appoint a person as a Municipal Law Enforcement Officer to enforce the by-laws of the municipality;

And Whereas Council has received Staff Report CS.25.029 “Appointment of Municipal Law Enforcement Officers”;

Now Therefore Council of The Corporation of the Town of The Blue Mountains hereby enacts as follows:

1. Scott Chalmers is hereby appointed as a Municipal Law Enforcement Officer to enforce the by-laws of the municipality effective May 12, 2025 through August 31, 2025; and
2. Cullen Nissen is hereby appointed as a Municipal Law Enforcement Officer to enforce the by-laws of the municipality effective May 12, 2025 through August 31, 2025; and
3. Christopher Perrin is hereby appointed as a Municipal Law Enforcement Officer to enforce the by-laws of the municipality effective May 26, 2025 through December 31, 2026

And Further that this By-law shall come into force and take effect upon the enactment thereof.

Enacted and passed this 12<sup>th</sup> day of May 2025

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Andrea Matrosovs, Mayor

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Corrina Giles, Town Clerk