



## MUNICIPALITY OF **West Elgin**

### Staff Report

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**Report To:** Council Meeting  
**From:** Terri Towstiuc, Clerk  
**Date:** 2025-04-10  
**Subject:** Declaration of Vacancy, Councillor Ward 3

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#### **Recommendation:**

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Declaration of Vacancy, Councillor, Ward 3; And

Whereas former Ward 3 Councillor Heather Dougherty resigned from Council on March 28, 2025;

Therefore, pursuant to section 262 (1) of the *Municipal Act*, 2001, Council of the Municipality of West Elgin does hereby declare the office of Councillor, Ward 3, to be vacant.

#### **Purpose:**

The purpose of this report is to declare the office of Councillor Ward 3 vacant, following the resignation of former Councillor Heather Dougherty, dated March 28, 2025.

#### **Background:**

During the Closed Session of Council, March 27, 2025, Council accepted a resignation notice from former Ward 3 Councillor Heather Dougherty. In accordance with Section 262 (1) of the *Municipal Act* 2001, Council must declare the seat vacant at the next scheduled meeting.

Former Councillor Dougherty was appointed to Council on November 14, 2024, and actively supported the community through her participation on the Rodney Fair Board, Recreation Committee and Port Glasgow Trailer Park Committee.

Council will receive further report(s) from the Clerk's Office, indicating the options to fill the vacant seat. Council must, within sixty (60) days of declaration, either appoint a person to fill the vacancy or pass a by-law requiring a by-election to fill the vacancy (*MA S. 262 (5) 1.*)

#### **Financial Implications:**

None.

#### **Policies/Legislation:**

The *Municipal Act*, 2001

**Alignment with Strategic Priorities:**

<b>Infrastructure Improvement</b>	<b>Recreation</b>	<b>Economic Development</b>	<b>Community Engagement</b>
<input type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth.	<input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents.	<input type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living.	<input checked="" type="checkbox"/> To enhance communication with residents.

Respectfully submitted by,

Terri Towstiuc  
Municipal Clerk

## Report Approval Details

Document Title:	Declaration of Vacancy, Ward 3 Council Seat - 2025-07-Community ServicesClerks.docx
Attachments:	
Final Approval Date:	Apr 2, 2025

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

Robin Greenall