



Staff Report

Report To: Council Meeting
From: Terri Towstiuc, Manager of Community Services/Clerk
Date: 2026-04-23
Subject: Elgin Election, Joint Compliance Audit Committee

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuc, Manager of Community Services/Clerk Re: Elgin Election Joint Compliance Audit Committee; And

That Council adopt the By-Law establishing an Election Joint Compliance Audit Committee for the 2026 Municipal Election in accordance with the Municipal elections Act, 1996, as amended.

Purpose:

Section 88.37 of the Municipal Elections Act, 1996, as amended requires each municipal Council to establish a Compliance Audit Committee before October 1st in an election year to deal with matters regarding election campaign finances and contributions.

Historically, member municipalities within Elgin County have established a “Elgin Election Joint Compliance Audit Committee” to deal with matters provided for in Sections 88.33, 88.34, 88.35 and 88.36 of the Municipal Elections Act, 1996.

Background:

The attached draft Elgin Election Joint Compliance Audit Committee Terms of Reference, prepared by the County of Elgin Clerks’ department, provides for the Committee Term, Meeting Overview, Mandate, Composition, Appointment Process, Compensation, Role of Staff, Application Process, Roles and Responsibilities and Appeal overview.

Once all Elgin County member municipalities have established a Joint Compliance Audit Committee and approved a Committee Terms of Reference by By-Law, recruitment for committee members will begin. Advertising for prospective Committee Members will include the placement of ads in local newspapers, contacting previous members of the Joint Committee of 2022 and posting ads on each respective municipal website.

More information about the Committee Member Appointment Process is outlined in Section 7 of the attached Terms of Reference.

In accordance with Section 88.37 of the Municipal Elections Act, 1996 as amended, West Elgin Council is being asked to consider establishing an Elgin Election Joint Compliance Audit Committee in conjunction with the other lower tier member municipalities within Elgin County.

Financial Implications:

No Financial Implications for the establishment on the committee.

Members of the Committee shall be paid an honorarium of \$125.00 per meeting, plus mileage at the current mileage rate established by the host municipality. The host municipality shall pay all costs related to the respective application. (*Terms of Reference, Section 8*)

Policies/Legislation:

[Municipal Elections Act, 1996](#)

Alignment with Strategic Priorities:

Infrastructure Improvement	Recreation	Economic Development	Community Engagement
<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 Towstiuć, Dipl. M.A.
 Manager of Community Services/Clerk

Report Approval Details

Document Title:	Joint Compliance Audit Committee - 2026-14-Community ServicesClerks.docx
Attachments:	- By-law 2026-23 - Joint Audit Compliance Committee, 2026 Election.doc
Final Approval Date:	Apr 16, 2026

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

Robin Greenall