



MUNICIPALITY OF **West Elgin**

Staff Report

Report To: Council Meeting
From: Jana Nethercott, Clerk
Date: 2022-08-11
Subject: By-Law Enforcement Services

Recommendation:

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: By-Law Enforcement Services; and

That West Elgin Council hereby approves entering into an agreement with Tenet Services Incorporated to provide By-Law Enforcement Services for the Municipality of West Elgin; and

That West Elgin Council consider the By-law authorizing the agreement in the By-Law portion of the agenda.

Purpose:

The purpose of this report is to receive approval from Council to enter into an agreement with Tenet Services Incorporated to provide By-Law Enforcement Services for the Municipality of West Elgin.

Background:

By-law Enforcement is currently provided by a part-time employee of the Municipality, who informed us in January of 2022 of his intention to retire. At that time a job posting was advertised for a part time by-law enforcement position. There were no qualified applicants for this position. Staff then reached out to a number of area municipalities in search of by-law enforcement options. There are very few companies that provide these services in our area and staff were able to meet with Tenet Services to discuss their services. Attached to this report is some background on Tenet Services and what they will provide to the Municipality.

This company will be providing one dedicated officer to the Municipality for an average of fourteen (14) hours a week. The dedicated officer is a farmer and is also currently employed by this company in West Perth as a By-law enforcement officer. We will also be appointing other staff from the company to ensure that there is always back up in case of vacation and or illness.

This contract will be starting on August 22, 2022 with Jim Watson shadowing the current By-law Enforcement Officer, Bill Tedford for a week and familiarizing himself with the Municipality and the files. Mr. Tedford has agreed to assist as long as needed, however it is hoped that two days should be enough, with Mr. Tedford being available to assist on an as needed basis.

The contract is for one year, with an option of a renewal at that time. This allows us to see if outsourcing of By-law Enforcement is what works for the Municipality and allows the company to see if this expansion into Elgin County is a good fit for them.

Tenet Services will be assisting with Animal Control, thru investigating complaints and transporting animals to the designated pound, due to the retirement of the Glencoe Animal Shelter. The previous municipal clients of Glencoe Animal Shelter have issued a joint RFP for Animal Control Services, which allows us to have the option on just utilizing pound keeping services. This RFP is currently being reviewed by a committee and a report will be brought forward in future.

Financial Implications:

There will be no substantial implications for the 2022 By-Law Enforcement Budget.