

## TITLE: DELIBERATE DAMAGE TO MUNICIPAL PROPERTY

---

RESOLUTION NUMBER: 2024-09-04

POLICY #: CP-023

EFFECTIVE DATE: SEPT. 10/24

SUPERSEDES:

UP FOR REVIEW: 2028

---

### **PURPOSE**

This policy outlines the consequences for individuals who cause deliberate damage to municipal property within the jurisdiction. The purpose of this policy is to ensure the responsible use and preservation of public assets and to deter destructive behaviour that negatively impacts the community and its public property.

### **POLICY STATEMENTS**

#### **Enforcement**

##### **First Offense**

Individuals who are identified as causing deliberate damage to municipal buildings or parks for the first time will be given a trespass notice and prohibited from accessing all municipal properties for up to six (6) months and until any restitution agreement has been completed.

##### **Additional Offense or Noncompliance**

An additional offence or noncompliance with a first offence trespass notice will result in being given a trespass notice and up to permanent prohibition from accessing all municipal properties and parks.

#### **Appeal Process**

An individual subject to a prohibition may appeal to the Town's Council. The appeal must be submitted to the Town's Chief Administrative Officer in writing and include a statement explaining the circumstances surrounding the damage, any restitution made, and reasons for the appeal.

The Town Council will review the appeal and decide within a reasonable timeframe. The decision of the Town Council will be final.

#### **Reinstatement**

Individuals who have completed their prohibition period may request reinstatement by submitting a written request to the Chief Administrative Officer. The request should outline steps taken for personal growth and assurances that such incidents will not be

repeated. The Chief Administrative Officer will review the request for reinstatement and may approve or deny it based on the requirements of restitution, time, and any other factors which the CAO may consider relevant.

### **Bonafide Reason**

Individuals who are prohibited from accessing municipal properties may access the Town Hall service window if required for paying a municipal tax or utility bill, requesting utility maintenance services, or applying for reinstatement or appeal of the prohibition order as described in this policy.

### **Notification**

Individuals subject to a prohibition will be formally notified in writing. The notice will include details of the damage, the duration of the prohibition, and information on the appeals process.