

**TOWNSHIP OF RED ROCK  
COUNCIL POLICY**

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<b>A-20</b>	Municipal Trespass Policy	APPROVED: 18 09 2017 Day Month Year

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Res.#: 5

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**POLICY:** The Township of Red Rock provides many public spaces/facilities for the enjoyment of its citizens and guests. The implementation of policies, rules, regulations or by-laws is required in order to maintain office, facility and property use for the safety and enjoyment of all citizens and guests. Groups or individuals unable to abide by the policies, rules, regulations, or by-laws or any municipally owned or operated or office/facility shall be subject to the provisions of this policy.

**1. Purpose**

To establish a "Municipal Trespass Policy" for facility users/patrons of the Township of Red Rock offices, facilities and grounds that addresses a process where users may be denied use of Municipal offices, facilities and grounds.

**2. Responsibilities**

- 1) Groups or individuals shall be expected to observe all facility policies, rules, regulations and by-laws.
- 2) Groups or individuals shall also be expected to observe event policies, rules, and regulations instituted by the event holder/renter.
- 3) The following actions or behaviour at a Municipal office, facility or property may result with the issuance of a trespass notice to the offender(s):
  - willful damage
  - disrespectful behaviour
  - vandalism
  - unruly behaviour
  - socially unacceptable behavior
  - physical assault
- 4) A copy of this Policy will be given to all event holder/renters.

### 3. Standards

- 1) Should a violation occur, staff, the event organizer, or the facility renter shall approach the offending group or individual. An explanation shall be given, educating the offender(s) of the violation with the expectation of compliance.
- 2) Should the offender(s) choose not to comply; staff, the event organizer, or the facility renter will require the offender(s) to immediately leave the facility property.
- 3) Failure to leave the facility property will result with staff, the event organizer, or the facility renter contacting the Ontario Provincial Police requesting that the offender(s) be charged under the Trespass to Property Act.
- 4) The Chief Administrative Officer or in her/his absence the Deputy Clerk, will be notified with details of the occurrence. The Chief Administrative Officer or in her/his absence the Deputy Clerk will issue a Facility Trespass Notice to the offender(s), restricting further use of any or all municipally owned or operated offices, facilities or properties.
- 5) The Trespass Notice shall be issued to the offender(s) by registered mail or hand delivered by a peace officer. A copy of the Trespass Notice will also be issued to the applicable Department Head and/or facility or property partners of the Township. In addition, a copy of the Trespass Notice will be issued to the Ontario Provincial Police.
- 6) The CAO or in her/his absence, the Deputy Clerk is authorized to issue a trespass notice for any municipally owned or operated offices, facilities or properties.
- 7) Legal action or additional charges may result pending the severity or nature of a group's or individual's actions.

**4. Administrative Procedures**

**TRESPASS NOTICE WITHOUT PREJUDICE**

**Name** : \_\_\_\_\_  
**Address** : \_\_\_\_\_  
**Effective Date** : \_\_\_\_\_  
**Expiry Date** : \_\_\_\_\_

Please consider this as notice under the Trespass to Property Act, Chapter 15, R.S.O., 1980.

Please be informed that the CAO or in her/his absence, the Deputy Clerk is authorized to issue a trespass notice for any municipally owned or operated office, facilities or properties.

Due to your actions and conduct on \_\_\_\_\_ at the property of \_\_\_\_\_, please consider this notice that after \_\_\_\_\_, you are not to enter upon the premises known as \_\_\_\_\_ located within the Township of Red Rock, Ontario. If you do so, it shall be considered trespassing and you may be charged.

Please note that any person who enters upon premises when entry is prohibited under the Trespass to Property Act is guilty of an offence and on conviction is liable to a fine of not more than \$1,000. In addition, a police officer may arrest you if he believes, on reasonable and probable grounds, that you are on the premises illegally. In addition, a police officer that, on reasonable and probable grounds finds that you have trespassed and made a fast departure from the premises may arrest you.

This notice includes the facility proper, the areas immediately in front of, beside and behind the facility as well as any and all parking lot areas located on property owned or operated by the Township of Red Rock.

This notice includes all public and private functions held at the facility or on facility grounds. A copy of this notice will be made available to groups or individuals hosting events or functions at the facility.

Requests for reconsideration must be made in writing to the Township of Red Rock Council. Each request will also require personal presentation at a regular meeting of Council.

This notice shall be filed with the Ontario Provincial Police and we shall not hesitate to call upon their services if you are found on the premises of \_\_\_\_\_ located at \_\_\_\_\_ after \_\_\_\_\_.

\_\_\_\_\_  
Signature of Authorized Municipal Official

cc. O.P.P., Nipigon Detachment