

NOTIFICATION OF MARIJUANA GROW OPERATION PROTOCOL AGREEMENT

Adopted: May 12, 2008

BETWEEN:

ONTARIO PROVINCIAL POLICE, OXFORD DETACHMENT

and

THE CORPORATION OF THE TOWN OF INGERSOLL

STATEMENT OF PRINCIPLE

Marijuana grow operations (MGOs) pose a serious threat to the safety and security of municipalities throughout Ontario. The detection, investigation, dismantling, and the return of premises to legitimate use is a complex undertaking requiring the cooperation of police and municipal officials. A coordinated approach to this problem will help ensure that the entire process is conducted in a safe and effective manner. The safety of the personnel involved in the process and that of the public is of paramount importance.

LEGISLATIVE REQUIREMENTS

The Municipal Act, 2001 provides for the following:

431.1 (1) If the clerk of a local municipality is notified in writing by a police force that a building located on land in the local municipality contained a marijuana grow operation, the local municipality shall ensure that an inspection of the building is conducted within a reasonable time after the clerk has been notified.

Persons who may conduct inspection

- (2) An inspection referred to in subsection (1) may be conducted by,
- (a) a by-law enforcement officer of any municipality or of any local board of any municipality; or
 - (b) an officer, employee or agent of any municipality or of any local board of any municipality whose responsibilities include the enforcement of a by-law, an Act or a regulation under an Act.

Nature of inspection

- (3) The requirement in subsection (1) for an inspection is for an inspection that includes entering upon the land and into the building.

Powers to conduct inspection

- (4) The inspection shall be conducted pursuant to the powers of entry and inspection that the person conducting the inspection otherwise has under law, but only to the extent that the person conducting the inspection is able to do so.

Action to be taken

- (5) Upon conclusion of the inspection, the person who conducted the inspection shall take whatever actions he or she is authorized by law to take in order to make the building safe and otherwise protect the public.

Definition

- (6) In this section,

“police force” means a municipal police force, the Ontario Provincial Police or the Royal Canadian Mounted Police.

Where marijuana grow operation is in a lower-tier municipality

431.2 (1) If the clerk of a local municipality that is a lower-tier municipality is notified under subsection 431.1 (1) that a building located on land in the lower-tier municipality shall, if in its opinion it is appropriate to do so, forward a copy of the notice referred to in subsection 431.1 (1) to the clerk of the upper-tier municipality of which the lower-tier municipality forms a part.

Same

- (2) Upon the clerk of the upper-tier municipality being notified under subsection (1), the obligation under subsection 431.1 (1) to ensure that an inspection of the building is conducted becomes the obligation of both the lower-tier municipality and the upper-tier municipality.

PURPOSE

The purpose of this protocol is to assist the Oxford Ontario Provincial Police (O.P.P.), Oxford Detachment and the Town of Ingersoll to provide an effective

and coordinated response when dealing with premises that have operated as a marijuana grow operation. This response will help to ensure that, once police identify a property as a marijuana grow operation, necessary steps are taken to have the building made safe for the public.

PROTOCOL

Responsibilities of the OPP, Oxford Detachment

When an illicit marijuana growing operation has been discovered to be operating in a premise, building or structure on property within the jurisdiction of the Town of Ingersoll, the O.P.P., Oxford Detachment shall ensure:

1. An investigation is conducted into the illicit marijuana grow operation in accordance with the adequacy standards in police operations as they pertain to drug investigations and O.P.P. policies and procedures.
2. A notice is placed, consistent with Appendix II, on the principal entrance to the premises.
3. The Clerk of the Town of Ingersoll is notified, in writing by fax or by email, using the Notification Form, attached as Appendix I, upon the completion of the on-site phase of the police investigation.
4. Appropriate agencies/personnel necessary to the police investigation at the premises are contacted, this may include:
 - (i) Erie Thames Power or Hydro One (see attached map)
 - (ii) Ingersoll Fire Services
 - (iii) Oxford Children's Aid Society
 - (iv) Immigration
5. A site is deemed suitable for inspection by persons other than police when:
 - (a) The police investigation of the site premises and removal of marijuana plants is complete;
 - (b) All hazards of which police are aware of, have been contained, dismantled and/or are listed on the Notification Form (Appendix 1) and sent to the Town of Ingersoll; and
 - (c) The notice has been affixed to the principle entrance of the premises indicating that a marijuana grow operation was dismantled and the premises may not be suitable for habitation/use until inspected by the Town of Ingersoll.

Responsibilities of the Town of Ingersoll

When an illicit marijuana grow operation has been discovered to be operating in a premise, building or structure on property within the jurisdiction of the Town of Ingersoll, the municipality shall ensure:

1. The name of the registered owner of the property as contained in the records of the municipality is forwarded to the police.
2. Police contact identified on the form is contacted to acknowledge receipt of police notification.
3. Upon receiving notification of a marijuana grow operation (Appendix 1), the Town of Ingersoll shall implement the Town of Ingersoll's Response Protocol.

CONTACT INFORMATION

Clerk of the Municipality

Name: Elaine Clark
Phone: 519-485-0120
Fax: 519-485-3543
Email: eclark@ingersoll.ca

Police Service

Name: Glyn Parsons
Phone: 519-485-6554
Fax: 519-485-6949
Email: glyn.parsons@jus.gov.on.ca

THIS PROTOCOL HAS BEEN AGREED TO

DATED AT Ingersoll, this _____ day of _____, 20__

Ontario Provincial Police, Oxford Detachment

DATED AT Ingersoll, this _____ day of _____, 20__.

THE CORPORATION OF THE TOWN OF INGERSOLL

Paul Holbrough, Mayor

Elaine Clark, Clerk

APPENDIX 1

**POLICE NOTIFICATION of
ILLICIT MARIJUANA GROW OPERATION**

Pleased be advised that the Oxford O.P.P. has investigated and dismantled an Illicit Marijuana Grow Operation at the under-mentioned location.

DATE	TIME	POLICE INCIDENT #

CONTACT INFORMATION		
Contact Person	Police Service	Address/Phone and Fax Number/Email Address
Municipality/County	Officer in Charge & Badge Number	Address/Phone Number/Email Address

SITE DETAILS		
Lot No./Street	Town	Postal Code
Urban	Rural	Industrial

PLEASE PROVIDE THE FOLLOWING ADDITIONAL INFORMATION IF AVAILABLE:		
Registered Owner	Mortgagee	Length of Ownership/Own/Lease/Rent
Realtor/Property Management	Insurer	Name on Rental/Lease Agreement

COMMENTS/HAZARDS IDENTIFIED*		
Hazard	Location	Comments
<input type="checkbox"/> Structural alteration/damage		
<input type="checkbox"/> Chemicals or fuels		
<input type="checkbox"/> Mould/Water Damage		
<input type="checkbox"/> Electrical Wiring/Fire Damage		
<input type="checkbox"/> Other:		

*Disclaimer: Police Services are not experts at identifying all hazards. This list is not exhaustive and hazards not identified here may exist.

APPENDIX II

N O T I C E

Incident # : _____

Date: _____

These premises at _____,
(municipal address)

**were investigated by the Ontario Provincial Police
Service and found to contain an illegal Marijuana Grow
Operation. As a result, the premises may contain
Numerous hazards and may not be fit for occupancy.
The municipality of Ingersoll has been notified.**