



## CORPORATION OF THE DISTRICT OF MAPLE RIDGE

**TITLE:** *DISPOSAL OF FOUND GOODS*  
**POLICY NO.** *10.01*  
**APPROVAL DATE:** *April 24, 2001*

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### **POLICY STATEMENT:**

1. In accordance with Section 521 of the Local Government Act, the Manager of Procurement will dispose of *unclaimed* found property once it is no longer required for police purposes (i.e. evidence or active police file). All property, with the exception of:
  - a) perishable items,
  - b) combustible explosives or otherwise dangerous articles,
  - c) articles that may pose liability or controversywill be held for a 3-month period and then sent to public auction.
2. Proceeds from the auction will be held for one year, and if not claimed by the lawful owner, the proceeds will be transferred to general revenue.
3. People who submit lost property to the RCMP, with the exception of 1(a)(b) & (c) above, may also submit a claim to the Municipal Clerk. The lost property will be held for 3 months from the date of the claim. After that time, advance notice of the return of the item to the finder will be published in a newspaper. One week after the notice is published, if the item still remains unclaimed by the owner, the item will be returned to the finder.
4. If the owner claims the property within this period, the finder is so advised in writing.

### **PURPOSE:**

To provide direction to Municipal and RCMP Staff with regard to property found and reported to the RCMP by individuals who initiate a claim.

### **DEFINITIONS:**

#### **Perishable Items**

All perishable items will be disposed of as soon as possible, including:

- fruit and vegetables,
- dairy products,
- meat products,
- manufactured goods that have a known shelf life,
- other perishable goods.

### *Combustible, Explosive and Otherwise Dangerous Articles*

Articles that are combustible, explosive or otherwise dangerous will be destroyed or otherwise disposed of in an approved environmental manner, including, but not limited to:

- fuel,
- explosives,
- chemicals.

### *Potential Liability*

Any article that may impose liability or their return is questionable or controversial, will not be returned to the finder, including:

- keys,
- credit cards or other documents,
- firearms and other weapons,
- any article that is registered or held under a permit,
- dangerous substances.