



RURAL MUNICIPALITY OF TACHÉ

REFERENCE: REIMBURSEMENT CLAIMS	POLICY NO. FIN-03
TITLE: REIMBURSEMENT OF PROPERTY DAMAGES OR LOSSES	PAGES: 2
RESOLUTION NO: 2023-0167	DATE: March 14, 2023
REVIEW DATE:	

Purpose:

The purpose of this policy is to establish a procedure for submitting a claim to the Municipality for damages and/or losses to private property.

Policy Statement:

The Municipality has an obligation to maintain its infrastructure. In doing so, the Municipality endeavors to provide services that meet a reasonable standard of care. If it is believed that the Municipality has been negligent in its maintenance of facilities, roads, sidewalks, utility systems, etc. which has caused damage to private property, you can file a third-party liability claim against the Municipality.

Procedure:

1. The claimant must submit the claim to their insurance provider who in turn will contact the Municipality. If the claimant does not have insurance, the claimant must provide a written claim directly to the Municipality as outlined in Section 2 of this policy.
2. Potential claimants are strongly encouraged to report the damage immediately following or as soon as possible after the damage has occurred. Notification of a potential claim may be submitted in writing, email, or fax to the Municipality:

Address: RM of Tache
28007 Mun 52N
Dufresne, MB R5K 0N7
Fax: 204-878-9977
Email: info@rmtache.ca

3. All claims will be forwarded to the Municipality's insurance provider for review and investigation, and possible final determination.
4. If the claim is less than the required insurance deductible, upon receipt of a claim and all supporting documents, the Municipality will investigate to determine if the damages were caused due to negligence in its operations.
5. If it is determined that the Municipality did not exercise a reasonable standard of care, the Municipality will attempt to resolve your claim. Any compensation paid will be only based on proof of damages that has arisen because of the Municipality's negligence.
6. Invoice clearly outlining the work performed along with a signed release form will be required to finalize the claim.
7. If the Municipality did exercise a reasonable standard of care, your claim will be denied.
8. Claims for damages and/or losses must be submitted within 30 days of the accident.
9. Typically, property damage claims are completed within 90 days of receipt of application and supporting documents.

Claim for Damages:

1. A claim for damages and/or losses must include all the following information:
 - Your name, address, phone number, and email address (if applicable).
 - Date, time, and location of the accident which caused the property damage.
 - A detailed description of event.
 - A detailed description of your property damage or losses.
 - Outline why you believe the Municipality is responsible for the damages.
 - If you reported this accident to the Municipality and the name of the staff member involved.
 - If a contractor was involved, please provide name (if known).
 - Supporting documents such as photos, receipts and (3) three quotes must be submitted with a claim.
2. Submitting a third-party liability claim against the Municipality does not guarantee payment.
3. If the claim is denied, correspondence will be forwarded to the claimant that will outline the results of the investigation and the reasons for denying the claim.
4. If denied and claimants wish to further pursue the claim, they may proceed with legal action.