

**TOWN OF MIDDLETON
CODE A - GENERAL ADMINISTRATION**

Subject: Liability Insurance

Number: 2.2

Coverage: Staff & Council

Approved by: Council & CAO

Effective Date :

Revision Date: August 8, 2006

Rationale

The following policy establishes guidelines to reduce the possibility of being held liable in the case of an accident and establishes uniform practice in the determination of liability claims.

Policy Statement

- 1) No unauthorized persons are to be transported in town-owned vehicles. Authorized persons include only:
 - a) Agents of the town, and
 - b) Other persons while on town business and who are non-paying passengers.
- 2) In the event of accident, if the insurance company will handle and make determination of the liability claim, the Town will accept the company's decision and pay the deductible amount as billed by the insurance company, provided that the insurance company makes a report of their findings before the Town accepts responsibility and/or disperses any funds.
- 3) Any liability claim against the Town which would not be handled by the Town's liability insurance shall be submitted to the town's solicitors along with the necessary details and the Town's solicitors shall make a report back to Council on the question of whether or not the Town is liable.

Previous Policies

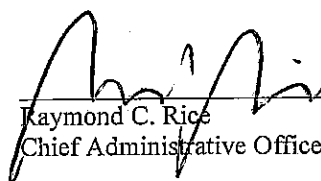
The previous policy 1/4 "Liability insurance- re: unauthorized persons" dated December 8, 1977 is hereby repealed.

The previous policy 1/5 "Liability insurance and claims" amended September 2, 1986 is hereby repealed.

Certification

THIS IS TO CERTIFY that this policy was duly passed by a majority vote of the whole Council at a duly called Council meeting held on the 8th day of August, 2006.

GIVEN under the hand of the CAO and under the seal of the Town of Middleton this 5th day of March, 2007



Raymond C. Rice
Chief Administrative Officer