

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

**Subject: Damage to Vehicles on Town Streets**

**Number: 1.22**

**Coverage: Staff & Public**

**Approved by: Council & CAO**

**Effective Date : November 5, 2007**

**Revision Date:**

***Definitions***

In this policy, unless the context otherwise requires,

- (1) A "town street" is defined as any public way the town has accepted and which, as a result, is plowed and maintained by municipal staff at their direction.

***Rationale***

To insure the consistent application of reimbursement to those using town streets who have requested funds to repair a damaged vehicle as the result of inadequate infrastructure.


***Policy Statement***

- 1) Any/all drivers using our public ways may request reimbursement for damage to their vehicle as a result of defective infrastructure. Such requests must be made in writing and include documentation of damage and written estimates for repair from 3 qualified service persons. Those wishing reimbursement must make such requests prior to repair of the vehicle and within 48 hours of such incident.
- 2) The municipality will consider requests for damage as the result of defective infrastructure they had knowledge of but did not adequately attend to.
- 3) Municipal staff made aware of defective infrastructure (potholes, offsets, loosened manhole covers, etc) either through their own inspection or as a result of telephone calls from drivers will respond immediately to secure the affected area with appropriate traffic warning devices. Repair of such defect will occur as soon as possible, within 24 hours, unless supplies, equipment or special staffing is required. In this event, repairs will be made immediately upon securing necessary resources. All road repairs are to be made utilizing accepted methods.
- 4) Requests for, and decisions with regard to reimbursement will be made to the Chief Administrative Officer or her/his designee
- 5) The municipality may or may not elect to submit such claims to its insurance carrier for further inquiry.

**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 5<sup>th</sup> day of November, 2007.

**GIVEN** under the hand of the CAO and under the seal of the Town of Middleton this 27 day of November, 2007

  
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Jenna Lambert  
Chief Administrative Officer