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| Department Operations | Policy No. OP(23) | Page 1 of 1 |
| Policy Title DAMAGE CLAIM PROCEDURE | Date: October 24, 2024 | Resolution No. C/511/24 |

Policy Statement

Lacombe County recognizes that in the process of providing services to the public, incidents inadvertently occur, which may result in claims for damages against the County. Such damage may include:

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| Damaged glass | (sanding or mowing) |
| Vehicle damage | (rock or road surface defect or struck by County equipment) |
| Crop or property damage | (by County operations) |

Regulation

1. Claims against Lacombe County will normally be referred to the insurers for Lacombe County.
2. Where claims are below the specified deductible in the insurance policy or where, in the opinion of Lacombe County, it is beneficial to make a settlement directly with the claimant, consideration may be given to a direct settlement.
3. Claims for compensation resulting from activities of Lacombe County must be in writing and include two estimates for repair or remedy.
4. The County Manager is authorized to settle claims not exceeding \$5,000.
5. In the event that a claim exceeding \$5,000 is not referred to the County's insurer, the claim may be referred to Council for a decision.

Approved: C/448/94
Revised: February 28, 2019 June 27, 2013 October 13, 2011 January 18, 2006