



POLICY

Community Association Insurance Policy

3C.004

Section: 3.0 Planning and Community Services
- C. Community Association Support

Authority: Council

Statement

The Municipal District of Bonnyville (M.D.) has determined that it will allow only eligible community associations which are physically located within the M.D. boundaries to be named as an additional named insured under the M.D. insurance policy for the purposes of insuring their facilities and activities.

Purpose

The purpose of this policy is to establish guidelines to administer uniform and cost-effective insurance for eligible community associations within the M.D.

Definitions

For the purposes of this policy:

- (1) “Additional Named Insured” (ANI) means an organization, other than the M.D., identified as an insured in the policy declarations or an addendum to the policy declarations;
- (2) “Community Association” means organizations that meet the required criteria from the M.D.’s current insurance provider to be added as an ANI;
- (3) “Council” means the duly elected Council of the M.D.;
- (4) “Coverage” means the amount of risk or liability protection for an organization, by way of insurance services issued through the M.D.’s provider against unforeseen or unwanted occurrences;
- (5) “Insurance Policy” means the printed insurance contract;
- (6) “Large Loss” means a claim that exceeds \$50,000 excluding reserves and recoveries;
- (7) “Special Event” means any special events hosted by a third party who is not specifically identified as an ANI.

Policy

- (1) Eligibility
 - (a) Community associations may apply to the M.D. to access ANI coverage, subject to the following conditions:
 - (i) They must meet the eligibility criteria as required by the M.D.’s current insurance provider; and

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- (ii) Their primary programs and activities and any related insured property must be located within the M.D.'s geographic boundaries. In addition, M.D. residents must represent a majority of the organization's membership.
- (b) Programs and facilities eligible for ANI coverage as arranged and confirmed with the insurance provider include:
 - (i) Community halls;
 - (ii) Playground sites;
 - (iii) Recreation facility trails;
 - (iv) Drop-in Centers;
 - (v) Museums and historical sites; and
 - (vi) Other leased municipal reserve sites with improvements and open space municipal reserve lands, as approved by the M.D.
- (c) Programs, activities, and facilities that are specifically excluded from being eligible for ANI coverage include, but are not limited to:
 - (i) Exclusions as specifically stated in the insurance provider's insurance policy wording;
 - (ii) Water co-ops;
 - (iii) Sewer transmission, disposal, and treatment infrastructures;
 - (iv) Solid waste collection equipment and recycling programs;
 - (v) Street lighting installations;
 - (vi) Economic development initiatives (as an organization's primary objective);
 - (vii) Flying, parachuting, balloon travel or other aerial activities;
 - (viii) Mountain or rock wall climbing;
 - (ix) Cycling, motorcycle, quad, or four-wheel drive riding;
 - (x) Organized sports events, games, and activities held in or at recreation facilities located within the M.D.'s boundaries (i.e. minor hockey, figure skating, baseball and curling);
 - (xi) Activities and facilities on property owned by school boards or church organized activities on trails located within the M.D.;
 - (xii) Vehicles;
 - (xiii) Special events hosted by third parties (i.e. parade float coverage);
 - (xiv) Participants in competitive horse show jumping, horse track and barrel racing, gymkhana, rodeo and chuckwagon events, and participants in non-competitive Pony Club and 4-H Club horse riding activities;
 - (xv) Archery, trap and skeet shooting, target practices, gun firing, and related activities;
 - (xvi) Auto and stock car races and related activities for participants and spectators; and
 - (xvii) Tractor pulling competitions and related activities for participants and spectators.

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- (d) Activities and facilities can be reviewed by the M.D. and the current insurance provider on a case-by-case basis to determine whether the related requests can be considered, when necessary.
 - (e) As an ANI, organizations must obtain all related property, liability, bond and crime, and auto coverage for the eligible programs, activities, and facilities outlined above from the M.D.'s insurance brokers. This will assist the organization and the M.D. with ensuring that the requested insurance coverage is relatively consistent with that of the M.D. and as recommended by the M.D.'s current insurance provider.
- (2) Notice of Termination
- (a) The M.D. as well as the current insurance provider reserves the right to terminate any policy obtained via ANI coverage by an organization, in which case written notification would be provided to the organization by the M.D.
- (3) Termination Criteria
- (a) An ANI may be removed from the M.D.'s program as a result of any of the following reasons:
 - (i) If the loss ratio for the ANI consistently exceeds 100% within a three (3) year period;
 - (ii) Should an ANI experience more than three (3) large losses within two (2) insurance terms;
 - (iii) Where an ANI fails to attend more than two (2) ANI workshops,
 - (iv) When, upon advice, an ANI neglects to satisfactorily maintain their property to desired levels or rejects a request(s) to complete repairs on insured property;
 - (v) For non-payment of premiums, after billing requests have been issued by the M.D.; or
 - (vi) For repeated non-compliance of required annual paperwork as requested by the M.D. or its insurance provider.
 - (b) The current insurance provider reserves the right to terminate the M.D.'s overall insurance policy at their discretion, in which case all ANI coverage would also be terminated.
- (4) Compliance with Procedure
- (a) Prior to actually obtaining coverage, organizations accessing ANI policies will agree to comply with procedures set out from time to time by the M.D. and the current insurance provider.
- (5) Final Authority for Request Approvals
- (a) In accordance with this policy, the M.D. and its current insurance provider retain ultimate and final authority with respect to approving or denying any insurance requests from organizations to obtain ANI coverage.



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Policy Review

Within five (5) years from date adopted / amended / reviewed.

For administrative use only:

Previous Policy Number: (prior to July 24, 2019)	70.74.02
Related Documentation: (plans, bylaws, policies, procedures, etc.)	Procedure: Community Association Insurance Procedure

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