

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: June 5, 2025

RE: **Bylaw No. 3110, 2025, Bylaw No. 3097.01, 2025, and Fire Marque Inc. Contract**

Administrative Recommendation:

THAT Regional District of Okanagan-Similkameen Fire Department Response Cost Recovery Bylaw No. 3110, 2025, being a bylaw to authorize cost recovery with respect to fire department specific response, be read a first, second, and third time and be adopted.

AND THAT Bylaw No. 3097.01, 2025, being a bylaw to amend the Regional District of Okanagan-Similkameen Fees and Charges Bylaw to include fees for Fire Department Response Cost Recovery, be read a first, second, and third time and be adopted.

AND THAT the Board authorize the Chief Administrative Officer to enter into an agreement with Fire Marque for the purpose of filing, on behalf of the Regional District, all Claims with insurers and to recover from any insurers on behalf of the Regional District, any proceeds of insurance which are recoverable in accordance with the terms of any Insurance Policies of an owner or the tenant at any Incident Site.

Purpose:

Bylaw No. 3110, 2025 being a by-law to authorize cost recovery (fees) with respect to fire department specific response will allow the Regional District to collect funds from insurance policies that cover the cost of fire response.

Bylaw No. 3097.01, 2025 being a bylaw to amend the Regional District of Okanagan-Similkameen Fees and Charges Bylaw to include fees for Fire Department Response Cost Recovery establishes the fee schedule for the Fire Departments.

The agreement engages Fire Marque Inc. to collect insurance funds for the cost of fire response on behalf of the Regional District.

Business Plan Objective:

4.2 Support Protective Services

Background:

The Fire Marque Inc. is a privately owned Canadian company licensed in all provinces and territories. The Fire Marque Inc was incorporated federally in 2009 and has technical ability working with insurance companies and insurance policies. The Fire Marque has entered into business

agreements with over 170 clients including municipalities, regional districts, and First Nations across Canada.

Coverage for Fire Department Expenses is found in most property policies and is usually included automatically. There are insurance companies that increase the amount of this coverage for an added premium.

Eligible Insured Incidents:

- Fire/Lightning – including all outbuildings.
- Explosions
- Smoke – heating, cooling systems, small fires.
- Falling Objects – trees, powerlines, signs etcetera.
- Vehicle Impact – into structures.
- Weather related – windstorm, tornado, lightning, flood.
- Electricity – from the meter to inside the structure (power surge).
- HAZMAT – oil tank ruptures, clean up on property after vehicle impact.

The Standard Process for the Cost Recovery Program is:

1. The Fire Department sends completed Standard Incident Report (SIR), Scene Release Form and Initial Report Form.
2. The Fire Marque reviews and confirms eligibility, works with insurance companies and adjusters.
3. The Insurance company sends policy payment to the Fire Marque 'In Trust.'
4. The RDOS will receive the funds on behalf of the responding Fire Department. The funds may be used for the following:
 - a. Public Education
 - b. Personnel Training
 - c. Equipment
 - d. Capital Purchases

In British Columbia, the Fire Marque provides services to the Thompson Nicola Regional District and the District of Barrier.

If there is no insurance on the property or the property insurance does not provide coverage no funds will be collected.

The Fire Marque fees are paid for out of the funds collected only, the fee charged is 30% of the funds collected. If no funds are collected there is no charge to the RDOS.

Homeowner Property policies state that no deductible is applied to this coverage.

Analysis:

Insurance coverage to pay fire departments expenses for a response exists in most insurance policies. The Fire Marque has trained professionals that are able to access these funds on behalf of the RDOS. There is no cost or negative impact to property owners and the Fire Marque keeps the RDOS and the property owner in the information loop throughout the process.

By contracting with the Fire Marque, the RDOS will provide a new revenue stream for RDOS Fire Departments by collecting what is contractually provided for in the insurance policy issued by the insurer.

The collection of these funds would help support better asset management positions for the Fire Departments in the future.

Financial Implications:

By contracting with the Fire Marque, the RDOS will provide a new revenue stream for RDOS Fire Departments by collecting what is contractually provided for in the insurance policy issued by the insurer.

Alternatives:

That the Board decides to defer the decision or decides not to go ahead with the Fire Marque.

Communication Strategy:

Once Bylaw No. 3110, 2025, and 3097.01, 2025, and the agreement with the Fire Marque are approved the RDOS will ensure all Fire Departments have the procedures in place to start a claim after their responses.

Will a PowerPoint presentation be presented at the meeting? No

Respectfully submitted:

"Deborah Jones-Middleton"

D. Jones-Middleton, Senior Manager of
Protective Services

Endorsed by:

"Jim Zaffino"

J. Zaffino, Chief Administrative Officer