

**VILLAGE OF MIDWAY
POLICY AND PROCEDURES MANUAL
RISK MANAGEMENT POLICY STATEMENT
PARKS AND RECREATION PROGRAMS AND FACILITIES**

POLICY NO. 330

GOAL:

The Village of Midway will be responsible for providing leisure and recreational pursuits as well as the ongoing maintenance and operation of the Parks and Recreation Facilities for the benefit of the Midway Community.

PURPOSE:

To promote activities which provide an environment which will stimulate the participants objectives balanced against the nature and quantity of the risks involved. The Village of Midway's system of inspections is reasonable in light of all circumstances, including budgetary limits, available personnel and equipment and the criteria of wanting to meet the standard of care.

To provide a safe environment for each activity.

PROCEDURE:

1. Each activity will be evaluated for its overall goal objective and safe environment.
2. Prior to the commencement of an activity, the staff member and a representative from the participating organization will inspect the area and equipment to ensure the area and equipment can be used safely.
3. High Risk Activities such as User Groups will:
 - (a) In the case of a Special Event the user group will sign a Licence Agreement with the Village of Midway and be governed in accordance with the Risk Management Guidelines for Festivals and Special Events as prepared by the Municipal Insurance Association of B.C. (MIABC)
 - (b) In the case of Group Rentals, Users must:
 - (i) sign the Licence Agreement with the Village of Midway,
 - (ii) indemnify and hold harmless the Village as required under the Licence Agreement,
 - (iii) provide proof of liability insurance in an amount of not less than \$2,000,000 including the naming of the Village of Midway as an Additional Named Insured.

4. The Village will establish and maintain ongoing programs of recorded inspections and maintenance of parks and recreation facilities including, but not necessarily limited to playgrounds, playing fields, sports fields and Municipal buildings.
5. The Village will ensure that all construction, maintenance and operational duties will be carried out in a safe and efficient manner to the benefit of the employees and the general public alike.
6. Also refer to Public Works Policy No. 200, Section 5, "Municipal Parks and Playgrounds."

Policy No. 330 Approved by Resolution
of Council November 29, 1999.



Administrator