



City of
Peterborough

TO: Members of the Arenas Parks and Recreation Advisory Committee

FROM: Rob Anderson, Recreation Division Coordinator

MEETING DATE: February 28, 2012

SUBJECT: Report APRAC12-002
City Sponsored Events and Activities

PURPOSE

A report to request specific community events and activities be designated as City Sponsored, and be covered under the City's insurance.

RECOMMENDATIONS

That the Arenas Parks and Recreation Advisory Committee approve the recommendations outlined in Report APRAC12-002 dated February 28, 2012, of the Recreation Division Coordinator, as follows:

- a) That the following special events and activities occurring between April 1, 2012 and March 31, 2013 be approved as City sponsored, and be covered under the City's insurance:
 - i) Victoria Day Festivities in Del Crary Park
 - ii) Canada Day Parade
 - iii) Canada Day Multicultural Stage Show and Park Festivities in Del Crary Park, including required road closures
 - iv) Artsweek
 - v) Snofest Winter Carnival
 - vi) Neighbourhood Associations
 - vii) Pathway of Fame
 - viii) Annual Terry Fox Run at Nicholls Oval

- ix) Peterborough Youth Commission
 - x) Peterborough Youth Council
 - xi) Blue Sky Event
- b) That staff be authorized to enter into a City Sponsored Event/Activity Agreement with each identified event/project organizer to allow their inclusion under the City's insurance policy.

BUDGET AND FINANCIAL IMPLICATIONS

No budget or financial implications will result by approving the recommendations in Report APRAC12-002.

BACKGROUND

For many years, City staff has worked with volunteer committees in the preparation and staging of a number of special events and activities operating in the community. While City staff initiated many of these events and activities, over time, volunteer based committees have taken on the primary responsibility of staging these events. The City of Peterborough benefits from the hard work and dedication of such volunteers. The volunteers have identified that it is easier to recruit support if their event or activity is recognized as a City of Peterborough event.

In January 2006, City staff and various committee members met with a representative of the City's insurance company to review the activities of committee volunteers. The purpose was to ensure that they are covered under the municipality's insurance policy as volunteers of the Municipality. The City's insurance broker suggested developing Terms of Reference that defines volunteer activities and clarifies their role as being under the Municipality's direction.

Since 2006, these terms have been entered into with organizations working with the City, to protect the Corporation and Volunteers under the municipal insurance program. As per section 2.1 (d) of By-Law 07-041, the Arenas Parks and Recreation Advisory Committee has authority to approve volunteer groups to be covered by the City's insurance program.

Submitted by,

Rob Anderson,
Recreation Division Coordinator

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