



RECREATION FACILITY RISKS AND RESPONSIBILITIES INFORMATION SESSION

Tuesday, March 23, 2010, 9:30 am to 2:30 pm, Hespeler Arena, 640 Ellis Road West, Cambridge
Wednesday, March 24, 2010, 9:30 am to 2:30 pm, Pickering Recreation Complex, 1867 Valley Farm Road, Pickering

The Ontario Recreation Facilities Association (ORFA), a leader in helping its members reduce their legal exposure in the provision of recreation facility services, and the Frank Cowan Company, a leader in providing specialized insurance and risk management solutions for and other organizations providing services to the public, jointly present this information session to help facility operations better understand what is currently impacting their operations and what actions can be taken to significantly reduce legal exposure. This event will examine current pressure points in the industry while cross-checking to ensure operational risk management tools are being used to help ensure a safe facility environment.

Program Schedule

9:30 am - 10:00 am **Registration and Refreshments**

10:00 am – 11:00 am

A View From The Bench

Christine Carter, LLB (Pickering Session), Papazian Heisey Myers, Toronto
Terry Shillington, LLB (Cambridge Session), Shillingtons LLP, London

The recreation facility industry has a variety of seating arrangements in their venues and all recreation departments work diligently to ensuring that these seats get filled. However, there is one bench you do not want to find yourself on and that is the “court room” bench! This session takes a look at a variety of analysis from legal counsel’s viewpoint when trying to defend the action, or lack of action, of a recreation department in real life court cases. Which simple things, if applied, could sway the court’s decision in your favour will be investigated as well as which operational items that have been proven as essential to helping improve a lawyer’s defense.

11:00 am – 12 Noon

A View From The Rearview Mirror

Barb Szychta, B.A., C.R.M., C.I.P., C.A.I.B.
Director of Risk Management Services, Frank Cowan Company, Princeton

Once the writ arrives, one of the first to be notified is the facility operation’s insurance carrier. Recreation staff will often be interviewed as part of the process and your insurance carrier will most likely be involved as well. Within a short time frame these risk management professionals can identify the pitfalls associated with defending the claim. This session will take a look at some real life insurance claims and what should have taken place to have avoided these situations. Is money management overriding your risk management duties? Learn how to present the problem to key decision makers in a format that will allow them to understand what is at stake.

12 Noon

Lunch

1:00 pm – 2:00 pm

Crystal Ball Gazing

Terry Piche, RRFA, CIT, Technical Director, ORFA

The ORFA works closely with its members in trying to identify operational pressure points that are placing staff and stakeholders at risk. This presentation will look at timely concerns that require attention and action including:

Public Skating – Why do users not wear head protection?

Facility Security – Changes to the Security Guards Act means that not just anyone can act as security personnel at public events

Licensed Events – Where is your municipal alcohol policy (MAP) in its evolution?

Unpermitted Use of Your Facility – ORFA members are seeing an increase in activity in their facilities that is placing non-users at risk.

Care and Control of Your Dressing Rooms – Handing out the keys to change room areas requires care and control; what is considered acceptable best practice?

2:00 pm – 2:30 pm

What’s Your Operational Risk Issue? Q & A Session

2:30pm

Wrap Up

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STEP 1: CONTACT INFORMATION

Please use one registration form per person

Mr. Ms. Other

NAME

POSITION/JOB TITLE

EMPLOYER

FACILITY

MAILING ADDRESS BUSINESS OR HOME

TOWN/CITY

POSTAL CODE

HOME PHONE

BUSINESS

PHONE BUSINESS FAX

EMAIL (required for confirmation notification)

STEP 2: COURSE FEE (includes morning refreshments and lunch)

Tuesday, March 23rd, Cambridge (ORFA Member) \$ 99.00

OR

Wednesday, March 24th, Pickering (ORFA Member) \$ 99.00

Non-Members add \$100* \$

*Includes 1 year Individual Membership

Canadian Residents add 5% GST (#126146380) \$

TOTAL \$

STEP 3: DISCLAIMER

As the registered participant, you are required to read and sign the following disclaimer in order for your registration to be processed: "I, the registered participant, agree to assume all risks, including travel to and from the program, and waive all rights and all liabilities for personal injury or property loss whether occurring prior to, during, or subsequent to the program whether caused by the ORFA's negligence or otherwise, and for the consideration aforesaid, I covenant and agree not to make any claim or to commence or maintain any action or proceeding against them. And it is further agreed that the ORFA does not by the payment aforesaid or otherwise admit any liability to me and liability is in fact denied."

Registered Participant

DD/MM/YY



STEP 4: PAYMENT

Cheque (Payable to ORFA)

VISA

MASTERCARD

AMEX

Card #

Expiry Date

Card Holder's Name as it appears on card

Authorizing Signature

Cancellation and Refunds: A complete refund, less a \$50.00 administration fee, will be issued provided written notification of cancellation is received by the ORFA no later than March 17, 2010. No refunds will be issued after this date. Registrants will receive a complete refund should the program be cancelled.

Please remit completed registration form with payment to:

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