



## RECREATION RULES POLICY (2026-07-P)

Approved by Resolution No: 26-185

May 5, 2026

Next Review - 2030

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### A. PURPOSE

- To ensure the safe and proper use of Town of Faro Recreation Facilities and its equipment by people using the facilities
- To set out procedures for renting space in Town of Faro Recreation Facilities
- To outline responsibilities of people using the facilities and provide guidelines for staff when people are in non-compliance

### B. DEFINITIONS

**Chief Administrative Officer (CAO)** – shall mean the person appointed to this position by Council, or their delegate.

**Employee** – shall mean an employee of the Town of Faro

**Manager** – shall mean the person hired as the Manager of Finance, Manager of Operations, or Manager of Recreation and Culture.

**Recreation Facility** – shall mean a facility owned, leased or operated by the Town of Faro which includes, but is not limited to, the Recreation Centre, Weight Room, Squash Court, Pool, Arena, Ball Diamonds, John Connolly RV Park, Ski Chalet, Arboretum, Fingers Site, Sheep Cabin, Fish Eye Day Use Area, and Playgrounds.

**Volunteer** – shall mean a person engaging in volunteer activities on behalf of, and sanctioned by, the Town of Faro

### C. AUTHORITY

1. Employees have the responsibility and authority to ensure that rules are being followed and may take action to enforce the rules outlined in this Policy.
2. When a person or persons is in violation of the rules, the Manager / CAO will impose discipline in accordance with the Disciplinary Procedures outlined in this Policy.

3. The CAO is authorized to make rules and/or procedures to protect the health and safety of employee and patrons that are not otherwise addressed by this policy. The CAO will bring forward a policy amendment in these situations as soon as practical. Temporary rules put in place for special events or emergency/exceptional circumstances will not require a policy amendment.

#### **D. GENERAL RULES FOR ALL FACILITIES**

1. The Town of Faro offer several fees and membership options for accessing and renting Recreation facilities. These are specified in the Town's Fee Schedule.
2. General Rules apply to all Recreation Facilities.
  - a. The Town of Faro assumes no responsibility for loss or damage to personal property.
  - b. Parents / Guardians are responsible for their children's conduct and any damage caused by them.
  - c. No smoking / vaping is permitted in any Recreation Facility building or within 5 meters of a facility entranceway or outdoor eating/drinking area.
  - d. No alcoholic beverages in indoor facilities (except where a valid liquor licence is in place).
  - e. No physical or verbal abuse of players, patrons, officials, volunteers or employees.
  - f. Patrons are responsible for maintaining facilities in a respectful manner, including cleaning up after themselves, and throwing any trash in the receptacles provided.
  - g. Persons in violation of the rules will be subject to the Disciplinary Procedures identified and may be removed from the premises by police if deemed necessary.

#### **E. FACILITY RENTAL RULES AND IN-KIND DONATIONS**

1. Recreation Facility rentals will be arranged and booked through the Manager of Recreation & Culture or designated employees using the standard procedures. Rentals will be pre-paid or invoiced at the discretion of the Manager of Recreation & Culture.
2. Requests for an in-kind donation will require Council approval through a resolution or the execution of a Memorandum of Understanding.

#### **F. RECREATION CENTRE RULES**

1. Children under 10 years of age must be supervised by an adult at all times, unless explicitly permitted by a specific program.

## **G. WEIGHT ROOM RULES**

1. The Weight Room will be open to users who have a current Fob or pay the daily drop-in fee.
2. All persons purchasing a Membership must also purchase a Fob. This Fob shall only be used by the person to whom the membership was issued. Users with a Fob must swipe the card to gain access to the Recreation Centre and again to access the Weight Room.
3. Users should not prop the Weight Room door open or allow anyone into the gym if they have not paid for a Membership or the daily Drop-In Fee.
4. Drop in users are required to use the Weight room during Recreation hours.
5. All equipment in the Weight Room is the property of the Town of Faro.
6. The Town of Faro is not liable for injuries that occur in the Weight Room.
7. Members must sign a prescribed Weight Room Waiver Form. The prescribed Weight Room Waiver Form must be provided to a designated Employee at the time of application for a membership.
8. Access to the Weight Room is available 24 hours a day (18 years +) with a Membership Fob.
9. Minors between the ages of 16 and 18 years old are only permitted to use the facility either with adult supervision or during times when staff are present at the Recreation Centre (i.e. during regular operating hours).
10. Children and Youth, 15 years of age or younger, are not allowed in the Weight Room.
11. A parent / guardian or teacher must sign the prescribed Weight Room Waiver Form for a member under 19 years old, in front of an employee.
12. No food or beverages in the Weight Room (except for water).
13. All weights must be returned to proper racks when finished.
14. Users are responsible for wiping down equipment after each use.
15. Clean indoor shoes must be worn while using the facility.
16. The CAO is authorized to review and permit weight room programming for children or youth 15 years of age or younger, if the program meets the requirements of the Town of Faro. Each program will be evaluated on a case-by-case basis and must be adequately supervised with qualified instructors. An evaluation of risk management principles will be applied (i.e. proof of insurance for the program, waivers, timing and/or equipment restrictions may be enacted).

## **H. SQUASH COURT RULES**

1. Children under 15 years of age must be supervised by an adult at all times.
2. No food or drink on the court surface (except for water).

## **I. POOL RULES**

1. Patrons are required to follow rules posted in the Pool Area.
2. The Manager of Recreation and Culture is authorized to post additional rules that are intended to protect the health and safety of patrons but may not amend or eliminate the rules identified in this Policy.
3. Children under 10 years of age must be supervised by an adult at all times.
4. No diving
5. No horseplay in the pool area.
6. No running on the pool deck.
7. No shoes allowed in the pool area.
8. No food or drink permitted in the pool area (except for water).
9. All swimmers must shower prior to entering the pool.

## **J. ARENA RULES**

1. Children under 10 years of age must be supervised by an adult at all times.
2. No food or drink on the ice surface.
3. No horseplay on the ice surface.
4. No objects that may interfere with the safety of other skaters are allowed on the ice surface.
5. No sitting on the boards.
6. Carrying children on the ice surface is not permitted.
7. All participants must be wearing skates while on the ice surface. An exception will be made for Broomball or other Recreation programming.
8. The use of helmets is strongly recommended for Public Skating.
9. The use of CSA approved hockey helmets is mandatory for all participants during Drop-In Hockey.

## **K. BALL DIAMONDS RULES**

1. Bases and equipment must be returned to the storage shed after each use to protect equipment from the elements.

## **L. JOHN CONNOLLY RV PARK RULES**

1. Office Hours will be posted at the Campbell Region Interpretive Centre (CRIC) and the site will generally operate from May to September (subject to weather).
2. Campers are required to register prior to entering the RV Park and provide photo identification as part of the registration process. Failure to provide photo identification may result in denied occupancy.
3. Check in time is 12 pm (noon).
4. Check out time is 11 am.

5. The RV Park is generally unsupervised. The Town of Faro accepts no liability for personal injury by campers or their visitors, property damage, theft and/or vandalism while using the park.
6. Registered campers are responsible for the behaviour of people visiting their site, and ensuring visitors adherence to the RV Park Rules
7. Adult supervision is required for campers under 19 years of age
8. Only inverter-type generators or generators deemed sufficiently quiet by employees may be used in the park.
9. Quiet Hours are 11 pm to 7 am. This includes noise created by generators, which should normally be shut off during these hours.
10. Dogs are permitted in the park subject to the following:
  - a. Pet owners must maintain control of their dog at all times.
  - b. Pet owners must keep their dog on a leash when walking around the RV Park.
  - c. Pet owners must clean up after their dog and dispose of pet excrement in the receptacles provided.
  - d. Adherence to the Town of Faro's Animal Control Bylaw is required.
11. Campfires must be attended at all times, must only be lit in the provided fire pit location, and be a reasonable size/height to ensure fire safety during various weather conditions. Fire pits shall not be moved to alternate locations
12. Firewood is provided and is not to be removed from the RV Park.
13. A trailer dumping station is provided for use of registered campers, and Employees will provide instruction on its proper use.
14. Campers are not permitted to cut or damage trees in the Park.
15. Campers are not permitted to feed wildlife within the park (e.g. foxes, bears, squirrels, birds). Concerns about wildlife can be reported to the Employees at the CRIC. Outside of the CRIC's Regular Operating Hours, concerns about wildlife should be reported to the Yukon TIPP Line (800.661.0525) or the RCMP.
16. Campers are responsible for leaving campsites in a clean condition.
17. Campers are permitted to stay in the campground for a maximum of 21 days. If a camper wishes to stay longer, staff will make a determination on whether that request can be accommodated and may require a camper to relocate to an alternate space on Lapie Crescent or Sheldon Avenue.
18. Campers may use licenced and insured vehicles in the Park provided they are being operated by a licensed driver. Vehicles are only allowed on roadways, and must be parked in a manner that does not obstruct or interfere with other campers or campsites.
19. Potable water is available at hookup sites and can also be obtained at the public washroom facilities.
20. Public washroom facilities are available for registered campers and people with a shower pass. The door code for these facilities will be provided at registration and campers / pass card holders shall not be provide the code to others.

## M. DISCIPLINARY PROCEDURES

1. The Manager of Recreation & Culture and employees shall review all incidents that occur within the various facilities. Employees shall report incidents of rule violations to the Manager of Recreation & Culture.
2. The Manager of Recreation & Culture will impose disciplinary measures as deemed appropriate. In the absence of the Manager, such incidents may be dealt with by the CAO or a designated employee.
3. Where disciplinary action is imposed by the Manager of Recreation & Culture or designate, he or she shall:
  - a. Maintain a written record of all minor and major disciplinary actions imposed (i.e. a copy of a letter sent to the patron in non-compliance); and,
  - b. Advise employees who work within the facility or facilities that are impacted by the disciplinary action, while maintaining confidentiality to the greatest extent possible.
4. Disciplinary measures will be applied as circumstances warrant, and may include the following:
  - a. A warning letter is sent to the person or persons in question, or the parent or guardian if the person or persons are under 19 years of age, outlining that further disciplinary action may result if such incidents continue.
  - b. Suspension of the person's or persons' membership or privileges to access the specific facility for no more than 30 days. There will be no refund on any part of a paid membership. A letter is also sent to inform the person or persons of the disciplinary action taken.
  - c. Long term suspension of membership privileges may result if the rules continue to be abused. There will be no refund on any part of a paid membership. A letter is also sent to inform the person or persons of the disciplinary action taken.
  - d. Referral of the incident to the RCMP if deemed necessary, along with a copy of any letters sent to the person or persons in question.