



1. Purpose

- 1.1 To improve and provide greater customer service and safety for patrons of recreation facilities by regulating the access of and qualifications required of individuals providing Personal Training and Fitness Instruction services.

2. Scope

- 2.1 This policy regulates the business operations and activities of Personal Trainers and Fitness Instructors and/or their firm/corporation within all City of Lloydminster recreation facilities.

3. Policy

- 3.1 Personal Trainers and their client(s) shall purchase admission to the facility in accordance with the membership and admission rates set forth by the facility price schedule.
- 3.2 Personal Trainers and Fitness Instructors and/or their firm/corporation shall hold a City of Lloydminster Business License.
- 3.3 Fitness Instructors and Personal Trainers must enter into a binding Facility License Agreement with the City of Lloydminster and must adhere to the conditions outlined therewith in.
- 3.4 Personal Trainers shall hold a valid certification from a nationally recognized organization that is approved by the facility supervisor.
- 3.5 Fitness Instructors shall hold a valid certification with a specialization in Group Exercise:
- a) Alberta – AFCLA – Alberta Fitness Leadership Certification Association.
 - b) Saskatchewan – SPRA – Saskatchewan Parks & Recreation Association.
 - c) A certification and/or experience approved by the facility supervisor.
- 3.6 Fitness Instructors and Personal Trainers must hold a current Heart Saver CPR and First Aid certification.
- 3.7 The Personal Trainer shall provide personal instruction and training to client(s) in areas specifically designed for exercise i.e. fitness centres. These are to be specified by the City.
- 3.8 The Personal Trainer or Fitness Instructor shall not cause, nor permit to be caused, any damage to the facility or permit any nuisance or other act or thing which in the opinion of the City disturbs the quiet enjoyment of any other customer of the facility.

- 3.9 The Personal Trainer shall train no more than three clients at one time in the facility.
- 3.10 The Personal Trainer or Fitness Instructor shall not solicit clients or advertise their business at any time at the facility, without written permission from the Facility Supervisor.
- 3.11 At certain hours of the day and at certain times of the year the facility's business may prohibit use of specific space and time availability. The Personal Trainer and Fitness Instructor and their client(s) must abide to this business and limitations set by the facility supervisor or his or her designate.
- 3.12 The Personal Trainer and the Fitness Instructor acknowledge and agree that he/she and his/her clients shall abide by all rules and regulations of the facility. In doing so, the Personal Trainer and Fitness Instructor will conduct him/herself in a professional manner and be respectful of the users, staff and services/programs offered within the facility at all times.
- 3.13 The City of Lloydminster retains the full right of control over licensing. A franchise for services may affect access to specific facilities.
- 3.14 During the Term, the Personal Trainer shall maintain in full force and effect Comprehensive Liability insurance in an amount not less than Two Million Dollars (\$2,000,000.00) per occurrence for personal injury and/or property damage. The policy shall co-name the City of Lloydminster and or any person, firm or corporation designated by the City as additional named insured on the policy. The insurance coverage required shall be in a form acceptable to the Facility Supervisor. The Personal Trainer shall supply a certified copy of the insurance policy to the Facility Supervisor prior to receiving an approved Licence Agreement.
- 3.15 During the Term, the Fitness Instructor shall maintain in full force and effect General Liability insurance in an amount not less than Two Million Dollars (\$2,000,000.00) per occurrence for personal injury and/or property damage. The policy shall co-name the City on the policy. The insurance coverage required shall be in a form acceptable to the Facility Supervisor. The Fitness Instructor shall supply a certified copy of the insurance policy to the Facility Supervisor prior to receiving an approved Licence Agreement.
- 3.16 Failure to strictly adhere to all Policy conditions and facility rules shall result in censure; possible revocation of facility licence privileges and or termination of the licence agreement and or a claim by the City of Lloydminster for compensation for incurred damages.

4. Responsibilities

- 4.1 The Deputy CAO Community Services is responsible for any revisions to this Policy.
- 4.2 The Facility Supervisor is responsible for the monitoring of all active licence agreements within their respective facility.

5. Definitions

- 5.1 Personal Trainer - A personal trainer is a fitness professional who develops and implements an individualized approach to physical fitness, generally working one-on-one with a client or small groups of no more than three persons within the Wellness Centre.
- 5.2 Fitness Instructor – A Fitness Instructor is an individual who works with small or large groups, leading exercise routines or activities in a field house, multipurpose room, or meeting room.