



June 30, 2009

CITY COUNCIL COMMITTEE REPORT

TO: MAYOR & COUNCIL

FR: Colleen Neil – Recreation Services Manager

RE: External Personal Trainer Policy

BACKGROUND:

The Kenora Recreation Centre is used by a large and varied population all with different goals and purposes. Should a qualified personal trainer chose to provide their services at the Kenora Recreation Centre with access to municipal fitness equipment it is proposed that they compensate the city for use of the facility. A policy was drafted to define the City of Kenora conditions for External Personal Trainers to conduct business within City owned and operated facilities. This draft was completed with input and consultation from qualified personal trainers in the community.

On June 30, 2009 an Outside Personal Trainer Policy was received by the Leisure Services Committee. The Leisure Services Committee has reviewed and approved the attached draft for your consideration.

BUDGET:

Additional revenue to membership budget line

COMMUNICATION PLAN:

City of Kenora Clerk

General Public

Leisure Services Committee Members

RECOMMENDATION:

THAT Council of the City of Kenora receive the recommendation from the Leisure Services Committee to approve the Personal Training Policy for City of Kenora; and

THAT Council hereby approves the External Personal Trainer Policy No. CS 3-2; and

That Council adopts the appropriate by-law for this purpose.

RECREATION SERVICES EXTERNAL PERSONAL TRAINER POLICY



SECTION COMMUNITY SERVICES	DATE	Approved by By-Law Number:	PAGE 1	OF 2
SUBSECTION KENORA RECREATION CENTRE PERSONAL TRAINING POLICY	Supersedes By-law Number: N/A		POLICY NO. CS 3-2	

PURPOSE

To define the City of Kenora conditions for Personal Trainers to conduct business within City owned and operated facilities. This policy is intended for those Trainers who are providing their services at a fee.

POLICY

1. Personal Trainers must obtain and maintain a full annual membership paid up front, along with a \$1200 Business-Annual membership.
2. Personal Trainers will be solely responsible for all cancellation and booking of client appointments.
3. Promoting of business can only take place in designated areas in the building.
4. City Staff is not permitted to act as a personal assistant towards Personal Trainers in any way.
5. Personal Trainers and their clients will follow, promote and abide by all Kenora Recreation Centre rules.
6. Staff and the City of Kenora will not be responsible for Personal Trainers own equipment of any kind. Equipment may not be stored on or at City of Kenora facilities without prior written consent from the Recreation Services Manager or designate.

7. Personal Trainers must ensure that all clients have a paid admittance or hold a valid membership at the Kenora Recreation Centre, and check in at front desk prior to training.

RECREATION SERVICES PERSONAL TRAINER POLICY

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8. All Personal Trainers must provide Proof of Certifications First aid, CPR, and Insurance, and submit a copy to be on file with the City of Kenora Fitness Consultant. These are to be updated annually and current.
9. This policy shall be reviewed annually and updated as needed to best meet the needs of the City of Kenora.

Personal Trainers will sign off that they have read, understood and agree to abide by the conditions of this policy prior to conducting business on or in City of Kenora recreation facilities or property.

This Policy has been reviewed with me. I understand the policy and agree to abide by it.

DATE

Personal Trainers Signature

Witness