

CENTRAL COAST REGIONAL DISTRICT
POLICIES

A-9 (b) - Facilities Inspection Policy – Centennial Pool

Preamble: An inspection policy will identify hazard and remedies and will prevent and reduce injuries to staff, volunteers and pool users. It will also assist the Pool Commission in determining the life expectancy and preservation of the facility, in examining the service provided and in evaluating the efficiency and economics of the site. An inspection policy will also aid the Commission in providing support for the request of budget funds.

Policy: An inspection of the Centennial Pool will be conducted weekly during the operating season and once a month during periods of closure. This inspection will be conducted by a member of the Pool Commission or employee of the CCRD. The inspection will document potential hazards and unsafe conditions, as well as routine maintenance issues requiring attention. The status of any works in progress will be recorded and corrective actions identified for any issues. Inspection forms will be completed and placed in the inspection binder. Appropriate CCRD staff and the Pool Commission Chair will be informed immediately of any unsafe conditions identified.

The inspection will address the following:

1. confirmation the entire premises are secure,
2. any evidence of unauthorised entry,
3. the presence of any potential hazards or unsafe conditions,
4. any evidence of damage to the facility, and
5. no unacceptable changes in water level.

Prior to summer start up, the following items will be checked for compliance with Ministry of Health Regulation:

1. Concentration of disinfectant
2. pH controls
3. Water clarity
4. Water temperature
5. Handling/storage of chemicals
6. Chlorine gas safety practices
7. Depth markings
8. Required safety equipment
9. Supervision/security
10. Posting of safety rules
11. Ground fault interrupter
12. Cross connection prevention device
13. Automatic disinfecting equipment
14. Water turnover rate
15. Water testing equipment
16. Pool equipment maintenance
17. Sanitary facilities/change rooms
18. Operating permit posted
19. Daily maintenance records

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It is the responsibility of the Pool Commission to inform and respond to the CCRD Board of Directors as to the progress made in complying with required corrective action taken in addressing the details of the inspection. The report format will be consistent with CCRD Policy E-1 Commission Reporting Requirements and may be in the form of monthly meeting minutes.

Date: July 17, 1997
Amended: February 13, 2014
Amended: June 8, 2017
Reviewed: July 9, 2020