

#### **Letter from the Medical Officer of Health**

Dear Owner/Operator:

The Ontario Public Health Standards requires public disclosure of inspections of restaurants, public pools and spas, daycare centers, as well as personal services settings such as tattoo parlours and hair salons.

As of January 1, 2019, these results will be posted on the Haldimand-Norfolk Health Unit's InspectOUR Community website at https://InspectOURcommunity.hnhss.ca.

All establishments in the province of Ontario will be required to post notices related to results of inspections. After an inspection is completed, establishments will be required to post the certificate of inspection as requested by the public health inspector. This is to improve transparency and ensure accountability.

This guide book was created to highlight the changes under the new legislation, provide additional information about the disclosure program and outline your responsibility as a business owner. Please review carefully.



The public health inspectors at the Haldimand-Norfolk Health Unit are available to answer any questions you may have. Our public health inspectors are available Monday to Friday between 8:30am – 4:30pm and can be reached at 519-426-6170 or 905-318-6623.

Thank you for your cooperation. We look forward to continue working with you to keep our community safe and healthy.

Sincerely,

Dr. Shanker Nesathurai, MD, MPH, FRCP(C)

# Recreational Water: Public Pools & Spas DISCLOSURE GUIDE

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#### Introduction

The operation and maintenance of Class A & B public pools, public spas, and Class C facilities (wading pools, splash pads, receiving basins) is governed by Ontario Regulation 565/90: Public Pools under the Health Protection and Promotion Act, RSO 1990. As an owner or operator of these types of facilities, it is your legal responsibility to ensure that your facility complies with all of the necessary legislation and operating standards so that patrons can safely use the facility.

A revised version of the Public Pools Regulation came into effect on July 1, 2018. To assist you in meeting the updated requirements of the regulation, the Haldimand-Norfolk Health Unit has created this Public Pool & Spa Disclosure Guide which highlights some of the changes made to the regulation. It is

important to note that this guide does not discuss all requirements in the regulation, and following this guide does not exempt owners or operators from any regulatory responsibilities. Ontario Regulation 565/90: Public Pools can be found online at www.e-laws.gov.on.ca.

Please note that changes or alterations to your facility or operational equipment may require a permit from your municipal building department. Call your building inspector before you make any changes. If you require technical advice on the operation and maintenance of your facility, including issues related to unbalanced water chemistry and equipment maintenance, please consult a pool or spa specialist.





#### **Role of the Public Health Inspector**

Improperly maintained pools, spas, or class C facilities can allow the spread of disease-causing organisms. The public health inspector's (PHI) goal is to reduce or eliminate the incidence of such illnesses and to prevent any health hazards that may endanger the health of the patrons. Compliance with the regulation and good operational practices are major factors in helping to reach this goal. PHIs regularly inspect public pools, public spas, and Class C facilities, conduct outbreak investigations and follow-up on public complaints to ensure compliance with the legislation and public health safety.

Your PHI can help you operate and maintain your pool, spa or class C facility in a safe and sanitary manner. The Health Protection and Promotion Act provides the authority under which enforcement measures can be taken if conditions are found that are, or may be, hazardous to users. At the end of an inspection, your PHI will issue a report(s) listing any contraventions of the Regulation or the Act. Enforcement measures may include closure of the pool, spa or class C facility, until hazards are either eliminated or mitigated, and/or may even include a set fine, in the form of a ticket. PHIs are available for consultation on compliance concerns Monday to Friday between 8:30am - 4:30pm. To reach a PHI, please call the Haldimand-Norfolk Health Unit at 519-426-6170 or 905-318-6623.

#### DID YOU KNOW?

Requirements for operators of public pools and spas have been aligned to make the requirements easier to understand and to improve the safety of the public.

#### **Regulations: Overarching Changes**

As of July 1, 2018, the Ontario Regulation 428/05: Public Spas has been revoked. The legislative requirements for spa owners and operators have been added to the new regulation, Public Pools Regulation, R.R.O. 1990, Reg. 565. This regulation also includes requirements for Class C facilities, which were previously only governed by a non-regulated guidance document.

Class C facilities include public splash pads, spray pads, wading pools, and water slide receiving basins. The new legislation takes into consideration new and modern practices and also includes consultation with other public health stakeholders.

Below is a summary of the overarching changes made to the updated Regulation. For full requirements, please see the Ont. Reg. 565/90: Public Pools.

# Key Changes<sup>1</sup> Posting Requirement

 As of July 1, 2018, the Ministry of Health and Long-Term Care (MOHLTC) requires boards of health to disclose the results of the inspections conducted in their jurisdiction.

#### Lifeguard and Assistant Lifeguard Certification

 The new regulation recognizes lifeguard and assistant lifeguard certification from other organizations, such as the Lifesaving Society, Canadian Red Cross or other organizations that have been approved by the MOHLTC.

#### **Admission Standards**

Class A pools, which require lifeguard supervision, now also require parents or guardians of children who are 10 years of age or younger, to be present while their children are in the pool.

#### DID YOU KNOW?

Public pool and public spa operators require training in pool/spa operations and maintenance, filtration systems, water chemistry and all relevant safety and emergency procedures.

Pool operators are encouraged to continue
using the existing admission standards to meet
the regulatory requirements. Should operators
require additional information, it is recommended that they consult with industry experts
on best practices, such as swim tests, to meet
the requirements.

#### **Modernized Requirements**

- Some requirements for public pools and spas are aligned in the new regulation. For example, operators for both types of facilities will require training, recording frequencies for pH and sanitizer residual, and first aid supplies are similar for both public pools and spas. The quantities for the first aid supplies will now be based on the needs of the facilities, rather than have the quantities be prescribed.
- Some water chemistry parameters now have upper limits for bather comfort.
- The inspection frequency of the Ground-Fault Circuit Interrupter has been increased.
- Class B pools (unsupervised) with an 8% slope require a buoy line.

#### Class C Facilities

 Facilities like splash pads, spray pads, wading pools and slides with a receiving basin are now regulated and therefore must meet the requirements set out in the Ontario Regulation 565/90.

<sup>1</sup> The key changes highlighted in this book were taken from the Ministry of Health and Long-Term Care's Highlights of Changes to Ontario's Public Pool and Public Spa Regulations document. This document can also be found on the Haldimand-Norfolk Health Unit's webpage https://hnhu.org/wp-content/uploads/May-1-Summary-Sheet-Public-pools.pdf

#### **Disclosure**

#### What is it?

The public disclosure program is a new requirement from the Ontario Ministry of Health and Long-Term Care. Every board of health will publicly disclose the results of the inspections conducted in their jurisdiction.

While this program is not new in the province of Ontario, it is new to the Haldimand and Norfolk counties.

#### DID YOU KNOW?

The Haldimand Norfolk Health Unit is working on an online disclosure website, named "InspectOUR Community".

Any inspection conducted after January 1 2019 will be publicly available on https://inspectourcommunity.hnhss.ca.

As of January 1, 2019, all inspections conducted by our PHIs will be posted on the Haldimand-Norfolk Health Unit's webpage. In addition, a certificate of inspection (Appendix D) needs to be posted on-site at each facility.

#### Why is it being implemented?

The Haldimand-Norfolk Health Unit supports the MOHLTC's goal of improving transparency and reporting practices in our counties.

The public disclosure program will allow residents access to inspection reports which allows them to make informed decisions regarding their health.

For more information about the disclosure program, you may consult the Ontario Public Health Standards or visit our website at www.hnhss.ca.



#### Disclosure: What Does It Mean For You?

#### What information will be disclosed?

The following information will be disclosed to the public:

- 1. All critical and non-critical infractions noted during:
  - All compliance inspections
  - All re-inspections
  - Certain complaint inspections: Inspections that are conducted due to a complaint will only be posted if the PHI observes infractions at the time of their visit.
- 2. Actions taken by the PHI. For example, pool or spa closure.
- 3. If no infractions were observed during your compliance or your re-inspection, the website will reflect that the facility was in compliance at the time of the inspection.

#### What information will not be disclosed?

Opening comments, closing remarks, and any other comments that are manually typed within the inspection report by the PHI will not show up on the website. These comments will be documented on the hard copy of the inspection report provided to you by your PHI.

# Where will the inspection results be disclosed?

On our disclosure website InspectOUR Community at https://inspectourcommunity.hnhss.ca.

#### Who can see those results?

Anyone visiting the InspectOUR Community website will be able to access the information posted for inspections as of January 1, 2019. For inspections prior to this date, please contact the HNHU at 519-426-6170 or 905-318-6623.

#### What is a certificate of inspection?

It is a certificate that allows any patrons entering your facility to see that the facility was inspected by a PHI from the Haldimand-Norfolk Health Unit. The certificate of inspection will include the name of the facility, the address, the date of the inspection, if a re-inspection is required and the name of the website where they can get more information about the inspection results. You are required to post this certificate of inspection in an area that is clearly visible to the public, until the next visit from your PHI. An example of the certificate of inspection can be found in Appendix D.

# What if I correct an infraction during the inspection?

Any infractions that are corrected during the inspection (CDI) are still documented as an infraction on your inspection report and on the disclosure website; but both the report and the website will reflect that the infraction was corrected.

# What if I correct an infraction after the inspection, will the website be updated to reflect that the infraction has been corrected?

No. Once an inspection report is signed by a PHI, they cannot edit the report. Closed inspections will be sent to the disclosure website, if they meet the above mentioned criteria. If a re-inspection is required, the PHI will conduct a re-inspection. If you have corrected the infractions your re-inspection report will show up on the website.

Note: Re-inspections are conducted at the discretion of the PHI. Issues that are deemed critical but not an immediate health hazard, and that cannot be eliminated at the time of the inspection will require a re-inspection. In situations like this, your PHI will conduct a risk assessment of the situation and take actions to mitigate the risk and will conduct a re-inspection to ensure the safety of the public and compliance to the legislation. The time frame will vary depending on the type of infractions noted and the risk assessment conducted by the PHI.

# For how long will the inspection results be posted on the website?

As required by the MOHLTC, the results will be posted for a minimum of two years on our disclosure website.

#### Classification & Inspection Frequency

#### Classifications

#### A Class A Pool is:

- A pool to which the general public is admitted to.
- A pool which is operated with or as a part of an educational, instructional, physical fitness or athletic institution, that's supported either totally or in part by public funds or subscription.
- A pool which is operated on site at a recreational camp and is used by their campers, visitors and staff only (MOHLTC, 2018).

#### A Class B Pool is:

- A pool operated on the facility of an apartment building that contains 6 or more dwellings or units; for their residents and their visitors.
- A pool operated as a facility to serve a community of 6 or more single family private residences, for use by their residents or their guests.
- A pool operated on the facility of a hotel for their guests and their visitors.
- A pool operated on the facilities of a campground for their tenants and their visitors.
- A pool operated, together with:
  - o A club for use by its members and their visitors.
  - o A condominium, co-operative or community property that has 6 or more units, for use by their residents and their visitors.
- And a pool which is not a Class A pool nor is it exempt from the regulation (MOHLTC, 2018).

#### A Class C facility is:

A facility which can be a public splash pad, a public spray pad, a public wading pool or a slide with a receiving basin (MOHLTC, 2018).

#### A Public Spa is:

A spa operating on the facilities of an apartment building with 6 or more units, or a mobile park

- home, for their occupiers and their visitors.
- A spa operated as a facility to serve a community of 6 or more single family private residences, for use by their residents or their guests.
- A spa operating on the facilities of a hotel, for their guests and visitors.
- A spa operating on the facilities of a campground for their tenants and their visitors.
- A spa operating with:
  - o A club for their members and visitors
  - o A condominium, co-operative or commune property that has 6 or more dwellings for the unit owners or their visitors.
- A spa operating with a child care centre, a daycare or an establishment or facility for the care or treatment of person's with special needs, for their own use or the use of their visitors (MOHLTC, 2018).

#### **Inspection Frequency**

- Class A and B indoor pools are inspected four times a year (once every 3 months)
- Class A and B outdoor seasonal pools are inspected twice a year, when operational
- Indoor spas are inspected four times a year (once every 3 months)
- Outdoor seasonal spas are inspected twice a year, when operational
- Class C facilities are inspected once a year (unless they are new and/or have been recently renovated)

Note: Complaints received from members of the public and re-inspections can prompt additional inspections.

#### **Infractions Explained**

#### **Critical Infractions**

Critical infractions are infractions that can pose an immediate health hazard or can lead to a health hazard, if not corrected immediately. Critical infractions will be denoted on your inspection reports with a "C" and will be highlighted on the disclosure website as well.

When critical infraction(s) are observed at the time of the inspection, a PHI may need to issue a Section 13 closure order, in order to allow the owner or operator of the facility to either mitigate or eliminate the health hazard. Alternatively, depending on the critical infraction observed, a PHI may give the owner or operator a deadline to correct the infraction(s) noted at the time of the inspection.

Examples of critical infractions that can lead to a closure include:

Cloudy water: can be an indication of a recirculation system malfunction. Additionally, it
may prevent a lifeguard or another bather from
seeing a person in distress if they are floating
underneath the surface of the water.

- Emergency telephone not working: can cause a delay in providing assistance to a bather in distress.
- Lack of disinfectant: can lead to a waterborne illness.
- Ground Fault Circuit Interrupter (GFCI) not working: can cause a current leakage, which has the potential to electrocute bathers.
- Vacuum release system off or not working: can lead to entrapment.
- Loose or missing pool drain or water outlet covers: can lead to entrapment.
- Pool safety equipment if not available in good condition: can cause a delay in providing emergency assistance.

Note: The above mentioned examples are not an exhaustive list. A PHI uses their expertise and knowledge to risk assess every situation in order to determine the best course of action at the time of the inspection.





#### **Non-Critical Infractions**

Non-critical infractions are infractions that are less severe in nature. Non- critical infractions pose a smaller risk to the health of bathers, but should still be corrected within the given time frame to ensure compliance with the legislation. Non-critical infractions will be denoted on your inspection reports with a "NC" and will be highlighted on the disclosure website as well.

Typically, when a non-critical infraction is observed in a facility, the PHI will note it down on the inspection report and will give the owner or operator a timeline during which the infraction needs to be corrected. Depending on the nature of the infraction, the timeline may vary.

While non-critical infractions are not as severe as critical infractions, it is important to remember that both critical and non-critical infractions (especially those that are repeat infractions) can lead to enforcement actions taken against a business owner or an operator.

Examples of non-critical infractions include:

- Damaged and hard to read signs
- Surfaces or equipment(s) not clean or sanitary
- Lack of soap or paper towels in the washroom
- Size of the fonts on required signage not in compliance with the regulation

Note: The above mentioned examples are not an exhaustive list. A PHI uses their expertise and knowledge to risk assess every situation in order to determine the best course of action at the time of the inspection.

## **Appendix A: Public Pools & Spas Operator Checklists**

These checklists do not include all requirements in the regulation and is meant to be used as a guide only. Please refer to a copy of the Regulations online at www.e-laws.gov.on.ca for more details.

#### **Safety Equipment**

Public Pool				
Equipment	Requirements			
Reaching Pole	□ At least 3.65m long, electrically insulated & available on deck			
2 Buoyant Throwing Aids	□ Rope is 6 mm in diameter □ Rope length is 3m plus half the width of the pool			
Spine Board	□ In good condition & available on deck			
Emergency Telephone	<ul> <li>□ Class A pools – located on deck</li> <li>□ Class B pools – located within 30m of the pool</li> <li>□ Fully operational, tested and recorded daily</li> </ul>			
First Aid Kit	<ul><li>□ Conveniently located and well-marked</li><li>□ Contain Required Contents (Appendix B)</li></ul>			
Buoy Line	☐ Used for Class B pools that are operational and have a slope of more than 8%			
Ground Fault Circuit Interrupter	<ul> <li>□ Activated during the daily use period</li> <li>□ Tested either monthly or according to the manufacturer's instructions, whichever is more frequent</li> </ul>			
Emergency Stop Button	□ Labelled, tested and recorded once within each period of 30 operating days			
Lifeguard Stand	<ul> <li>□ Class A pools &gt;150 sq. m have at least one</li> <li>□ Class A pools &gt;200 sq. m have at least two</li> </ul>			

Public Spa				
Equipment	Requirements			
Reaching Pole	□ At least 3.65m long, electrically insulated & available on deck			
1 Buoyant Throwing Aids	□ Rope is 6 mm in diameter □ Rope length is 3m plus half the width of the pool			
Spine Board	□ In good condition & available on deck			
Emergency Telephone	<ul> <li>□ Public Spas − located within 30m of the pool</li> <li>□ Fully operational and tested daily</li> </ul>			
First Aid Kit	<ul><li>□ Conveniently located &amp; well marked</li><li>□ Contain Required Contents (Appendix B)</li></ul>			
Ground Fault Circuit Interrupter	<ul> <li>□ Activated during the daily use period</li> <li>□ Tested either monthly or according to the manufacturer's instructions, whichever is more frequent</li> </ul>			

Public Spa				
Equipment	Requirements			
Emergency Stop Button and Vacuum Release Mechanisms	□ Labelled, tested and recorded once within each period of 30 operating days			
Steps	<ul> <li>Are equipped with a handrail</li> <li>Have a non-slip surface on their treads</li> <li>Have a band of contrasting colour applied along the entire juncture of the side and top of the edges of each step</li> </ul>			
Timing Device	<ul> <li>Available and functional</li> <li>Can be set to a maximum of 15 minutes; and</li> <li>Is placed in a location that requires a bather to exit the spa to reset it</li> </ul>			
Clock	☐ Installed in a visible location that can be viewed from anywhere in the public spa			

#### **Signs and Notices**

Public Pool				
Signage Required	Lettering Size (Stroke Size)	Ontario Regulation Section		Location Posted
Emergency Telephone  A notice identifying it as the emergency telephone and listing the names, telephone numbers and addresses of persons who are available for resuscitation, medical aid and fire services.  A notice with the full name and address of the public pool or public spa location and all of the pool's or spa's emergency telephone numbers.		19 (3)		At the emergency telephone.
In the event of an emergency push emergency stop button and use emergency phone. Audible and visual signal will activate.	25mm (5mm)	26 (2)		Above the emergency stop button.
CAUTION Swim at your own risk This pool is not subject to the requirements of ontario regulation 565 (public pools)	25mm (5mm)	4.1 (1)		Pools at a hotel that has fewer than six units or suites; in a visible place within the pool enclosure.
CAUTION This pool is unsupervised. Bathers under twelve years of age are not allowed within the pool enclosure unless accompanied by a parent or his or her agent who is not less than sixteen years of age.	25mm	17 (19) (a)		A Class B pool other than a pool operated in conjunction with a child care centre or day camp that has a water surface area 93 sq. m or less; in a visible location within the pool enclosure.

Public Pool				
Signage Required	Lettering Size (Stroke Size)	Ontario Regulation Section	Location Posted	
CAUTION This pool is unsupervised. Bathers under twelve years of age are not allowed within the pool enclosure unless accompanied by a parent or his or her agent who is not less than sixteen years of age. The total number of bathers on the deck and in the pool shall not exceed ten.	25mm	17 (19) (b)	A water surface area greater than 93 sq. m and the number of bathers does not exceed ten; in a visible location within the pool enclosure.	
<ul> <li>GENERAL POOL RULES</li> <li>No person infected with a communicable disease or having open sores on his/her body shall enter the pool</li> <li>No person shall bring a glass container onto the deck or into the pool</li> <li>No person shall pollute the water in the pool in any manner, and spitting, spouting of water and blowing the nose in the pool or on the deck are prohibited</li> <li>No person shall engage in boisterous play in or about the pool</li> <li>The maximum number of bathers permitted on the deck and in the pool at any time is (Always 10 if the pool is greater than 93 sq. meters and is unsupervised)</li> <li>The emergency telephone is located</li> </ul>		19 (1)	□ In the case of a public pool, in not fewer than two places at the pool.	
Spectators are forbidden from walking upon the deck within 1.80 meters of the edge of the pool.		19 (4)	□ At the permanent spectator gallery.	
Every bather shall take a shower, using warm water and soap, and thoroughly rinse off all soap before entering or re-entering the deck.		19 (5)	At the entrance to each shower area and at every entrance to the deck used by bathers.	
Deck Markings: Water depths indicating the deep points. Water depths indicating breaks between gentle and steep bottom slopes and shallow points. The words DEEP AREA and SHALLOW AREA displayed.	100mm	19 (6)	□ At the appropriate locations on the deck.	

Public Pool				
Signage Required	Lettering Size (Stroke Size)	Ontario Regulation Section	Location Posted	
CAUTION — avoid deep dives or Shallow water — no diving.	150mm	19 (7)	□ Where a pool has a maximum water depth of less than 2.50m, in a visible location.	
Notices at intervals not exceeding 7.50m signifying clearly that jumping or diving into the pool is not permitted in this area.		19 (8)	<ul> <li>o At a wave action pool, on each deck adjacent to that portion of the pool where the still water depth is 2.30m or less, affixed to a wall or barrier supported by posts located 1m or less from the edge of the pool.</li> </ul>	
DANGER — avoid deep or long dives	150mm	19 (9)	At a Class B pool that is equipped with a diving board that is 600mm in height or less above the water and if at any point the water depth is 1.35m or less between 7.5m and 9m away from the diving area. Posted in an area that is clearly visible to divers.	
CAUTION - no diving		19 (10)	☐ Where a pool is provided with one or more ramps. Posted visibly on each wall or fence enclosing the pool.	
Unsupervised bathers are not allowed beyond this point	25mm	19 (11) (i.)	<ul> <li>Pools with one or more ramps that are not submerged. Posted at the ramp.</li> </ul>	
Bathers are not allowed beyond this point	25mm	19 (11) (ii.)	<ul> <li>Pools with one or more ramps that are submerged. Posted at the removable barrier.</li> </ul>	
Signage notifying parents or guardians to supervise their children at all times when using the public spray pad or public splash pad.		26.4 (2)	□ In the case of a public spray pad or public splash pad; posted in a visible place.	

Public Spa				
Signage Required	Lettering Size (Stroke Size)	Ontario Regulation Section	Location Posted	
Notice identifying the timing device.	25mm (5mm)	22 (2)	☐ In the case of public spas, at the timing device.	
A notice identifying it as the emergency telephone and listing the names, telephone numbers and addresses of persons who are available for resuscitation, medical aid and fire services.  A notice with the full name and address of the public pool or public spa location and all of the pool's or spa's emergency telephone numbers.		19 (3)	□ At the emergency telephone.	
In the event of an emergency push emergency stop button and use emergency phone. Audible and visual signal will activate.	25mm (5mm)	26 (2)	□ Above the emergency stop button.	
CAUTION Use spa at your own risk This spa is not subject to the requirements of ontario regulation 565 (public pools)	25mm (5mm)	4.1 (2)	☐ A public spa at a hotel that has fewer than six dwelling units; in a visible place within the public spa enclosure.	
Emergency Telephone is located at	25mm (5mm)	19 (2)	□ In the case of a public spa, in a visible location near the entrance to the public spa.	
Every bather shall take a shower, using warm water and soap, and thoroughly rinse off all soap before entering or re-entering the deck.		19 (5)	<ul> <li>At the entrance to each shower area and at every entrance to the deck used by bathers.</li> </ul>	
Signage notifying parents or guardians to supervise their children at all times when using the public spray pad or public splash pad.		26.4 (2)	□ In the case of a public spray pad or public splash pad; posted in a visible place.	

#### **Water Quality & Chemistry**

Pu	ıbl	ic Pool
Total Alkalinity		80-120 ppm
pH Value		7.2-7.8
Free Available Chlorine (FAC)		0.5-10 ppm
Total Bromine		Wave action pool: 3-10 ppm Not a wave action pool: 2-4 ppm
Automatic Sensing Device		Oxidation Reduction Potential: 600-900mv
Cyanuric Acid		Outdoor pool: Max. of 60mg/L FAC: 1-10 ppm when used with cyanuric acid
Make-up Water		Min. of 15L/bather

Pı	ldı	lic Spa
Total Alkalinity		80-120 ppm
pH Value		7.2-7.8
Free Available Chlorine (FAC) or Total Bromine		5-10 ppm
Automatic Sensing Device		Oxidation Reduction Potential: 600-900mv
Make-up Water (where volume exceeds 4000 L)		Min. of 15L/bather to a max. of 20% of total spa volume
Water Temperature		Max. of 40°C (104°F)

#### **Pool Operation/Maintenance**

Public Pool					
Equipment	Requirements				
Black Disk	Public Pool:  □ A black disk 15cm in diameter on a white background must be affixed to the bottom of the pool at the deepest point.  □ The black disk is to be clearly visible from any point on the deck 9m away from the disk				
Deck and Walls	□ Maintained in a sanitary condition and free from hazards				
Circulation System and Chemical Feeders	□ Are in continuous operation				
Submerged Surfaces	☐ The submerged surfaces of the pool are white or light in colour, except for markings for safety or competition purposes				
Outlet Covers	<ul> <li>Inspected at least once within each period of 30 operating days</li> <li>Are in place and secured</li> </ul>				
Exposed Piping	□ Colour coded: chlorine=yellow; potable water=green				
Entrance	□ Rendered inaccessible (locked) when not in use				

Public Pool				
Equipment	Requirements			
Dressing/Locker/Change	□ Kept clean, free from slipperiness and disinfected			
Rooms	☐ Free of hazardous obstructions ventilated so as to remove odours			
Training	□ Every operator has been trained in public pool operation and maintenance, filtration systems, water chemistry and all relevant safety and emergency procedures			

Public Spa			
Equipment	Requirements		
Deck and Walls	□ Maintained in a sanitary condition and free from hazards		
Circulation System and Chemical Feeders	□ Are in continuous operation		
Outlet Covers	<ul> <li>□ Inspected at least once within each period of 30 operating days</li> <li>□ Are in place and secured</li> </ul>		
Entrance	□ Rendered inaccessible (locked) when not in use		
Dressing/Locker/Change Rooms	<ul> <li>□ Kept clean, free from slipperiness and disinfected</li> <li>□ Free of hazardous obstructions ventilated so as to remove odours</li> </ul>		
Training	Every operator has been trained in public spa operation and maintenance, filtration systems, water chemistry and all relevant safety and emergency procedures		

#### **Record Keeping**

All records are kept available for viewing by the Medical Officer of Health/Public Health Inspectors at any time.

Record Type	Frequency of Recording	
Estimated number of bather uses during the operating day	□ Daily	
The reading of the make-up water meter for pools and, if applicable, for spas, as of the end of the day	□ Daily	
Any emergencies, rescues or breakdowns of equipment that have occurred	□ Daily	
The time of day the emergency stop button test, where applicable, was performed	□ Daily	
The results of the tests including:  1. Total alkalinity  2. pH value  3. Free available chlorine and total chlorine or bromine residual  4. Water clarity  5. Water temperature, in the case of spas	<ul> <li>□ Daily: at least 30 minutes prior to opening and;</li> <li>□ Pools/Spas with an automatic sensing device: At least every 4 hours until the daily use period has ended</li> <li>□ Pools/Spas without an automatic sensing device: At least every 2 hours until the daily use period has ended</li> </ul>	

Record Type	Frequency of Recording
In the case of a public spa, when the public spa was drained, inspected and refilled; that all parts of the spa are inspected	□ Daily
Results of emergency telephone test and the times they were performed	□ Daily: at least 30 minutes prior to opening
The type and amount of chemicals added manually to the pool or spa	□ Daily
Inspection of ground fault circuit interrupter	<ul> <li>Activated Daily: at least 30 minutes prior to opening</li> <li>Tested: Monthly or as per manufacturer's instructions, whichever is more frequent</li> </ul>
Concentration of cyanuric acid	□ Weekly
Inspection of outlet covers	□ Monthly
Inspection of emergency stop button	□ Monthly
Inspection of vacuum release mechanism	□ Monthly

#### **Appendix B: Class C Facilities Operator Checklist**

This checklist does not include all requirements in the regulation and is meant to be used as a guide only. A copy of the regulation can be found online at www.e-laws.gov.on.ca for more details.

#### **All Class C Facilities**

- ☐ Record the results of inspections of safety-related equipment present in the facility at a frequency determined by a public health inspector
- The Medical Officer of Health or public health inspector must be notified in writing at least 14 days prior to commencing operation after construction, alteration or a closure of more than 4 weeks

#### **Public Wading Pools**

- ☐ Has a designated operator
- ☐ Maintain equipment in safe, sanitary condition and in proper working order
- ☐ Ensure that the clean water and the make-up water are free from contamination
- □ Circulation system is separate from the potable water supply and from the sewer or drainage system
- □ Water is maintained free from visible matter that may be hazardous to the health or safety of the bathers
- □ Water is treated with chlorine, a chlorine compound or a bromine compound by means of a chemical feeder
- ☐ Test water a minimum of 30 minutes prior to opening and every 2 or 4 hours thereafter:
- □ Total alkalinity
- □ pH value
- ☐ Free available chlorine and total chlorine or bromine residual
- □ Water clarity
- □ Provide a first aid kit
- ☐ A device for emergency communications (Test and record the tests)
- ☐ Emergency equipment which is appropriate for use in the public wading pool
- □ Ensure attendant supervision at all times is in operation and where the wading pool is operated in conjunction with a public pool, ensure that the required supervision of the wading pool is in addition to any required bathing supervision for the public pool

#### **Public Splash/Spray Pads**

- □ Provide a first aid kit
- □ A device for emergency communications (Test and record the tests)
- ☐ Emergency equipment which is appropriate for use in the public wading pool
- Every operator of a public spray pad or public splash pad shall post clearly visible signage in a conspicuous place notifying parents or guardians to supervise their children at all times when using the public spray pad or public splash pad
- Where water is recirculating, the water is filtered and disinfected as approved by the local medical officer of health or a public health inspector

### **Appendix C: Required First Aid Kit Supplies**

Must contain at least:

- □ a current copy of a standard first aid manual
   □ safety pins
   □ adhesive dressings individually wrapped
- □ sterile gauze pads, each 75 millimeters square
- □ 50 millimeter gauze bandages
- □ 100 millimeter gauze bandages
- □ sterile surgical pads suitable for pressure dressings individually wrapped
- □ triangular bandages
- □ rolls of splint padding
- □ at least one roll-up splint
- □ at least one pair of scissors
- □ non-permeable gloves
- □ resuscitation pocket masks

#### **Appendix D: Copy of Certificate of Inspection**



#### References

Ministry of Health and Long-Term Care. (2018). Highlights of Changes to Ontario's Public Pool and Public Spa Regulations. Accessed on October 4 2018, from https://hnhu.org/wp-content/ uploads/May-1-Summary-Sheet-Public-pools.pdf

Ministry of Health and Long-Term Care. (2018). R.R.O. 1990, Regulation 565-Public Pools, under the Health Promotion and Protection Act, R.S.O. 1990. c. H.7. Retrieved from https://www. ontario.ca/laws/regulation/900565

Note: This booklet is only intended to be a guide and does not replace any legislative requirements.

# **Inspect OUR**Community

For more information about the disclosure program and the InspectOur Community disclosure website, please contact the Haldimand-Norfolk Health Unit at 519-426-6170 or 905-318-6623 or visit https://inspectourcommunity.hnhss.ca

