

File No.: 2026-506

July 20, 2026

By Email: [REDACTED]

Dear [REDACTED]

Re: **Request for Access to Records under the Freedom of Information and Protection of Privacy Act (the "Act")**

I am writing regarding your request of June 8, 2026 under the *Freedom of Information and Protection of Privacy Act* for:

A record in Excel format from the Vancouver Board of Parks and Recreation for the following:

- 1. Aquatic-staff headcount (HR/payroll record):** The total number of active lifeguards and the total number of swim instructors on the Park Board's roster at the close of each season (Winter, Spring, Summer, Fall) in each year from 2019 through 2025. Aggregate counts only;
- 2. Vancouver Aquatics Academy:** The number of participants admitted to the Vancouver Aquatics Academy (or equivalent in-house lifeguard/swim-instructor training program) in each year from 2021 through 2025; and
- 3. Instructor certifications:** Regarding the Lifesaving Instructor (LSI) and Water Safety Instructor (WSI) certification courses, the registered capacity and number of registrants for the most recent four cycles, and whether a person must be a Park Board employee to enroll in those certifications.

Date range: January 1, 2019 to December 31, 2025.

We have completed the search for responsive records for this request and no responsive records have been located. Departmental record holders have advised our office that no record of the requested information currently exists. They have further advised that to create the requested record would require considerable manual handling and reconciliation of information from various sites such that we have determined that this could not be achieved using the public body's normal technological resources and expertise, or would unreasonably interfere with the operations of the public body. Therefore, in consideration of s.6(2) of the Act, there is no obligation to create the requested record. You can read or download this section here: http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/96165_00.

Under Part 5 of the Act, you may ask the Information & Privacy Commissioner to review any matter related to the City's response to your FOI request by writing to: Office of the Information & Privacy Commissioner, info@oipc.bc.ca or by phoning 250-387-5629.

If you request a review, please provide the Commissioner's office with: 1) the request number (2026-506); 2) a copy of this letter; 3) a copy of your original request; and 4) detailed reasons why you are seeking the review.

Yours truly,

■■■■■■■■■■ FOI Case Manager, for

[Signed by ■■■■■■■■■■]

Siân Madsen, MA, MAS
Acting Director, Access to Information & Privacy

If you have any questions, please email us at foi@vancouver.ca and we will respond to you as soon as possible. You may also contact 3-1-1 (604-873-7000) if you require accommodation or do not have access to email.

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