

CAPITAL REGIONAL DISTRICT COMMISSION POLICY

Policy Type	Commission		
Section	Administration		
Title	PHOTOGRAPHY, RECORDING, AND USE OF ELECTRONIC DEVICES BY THE PUBLIC		
Adopted Date	June 3, 2025	Policy Number	A-100.07
Last Amended			
Policy Owner	SEAPARC Recreation		

1. POLICY:

In the interest of protecting personal privacy, the use of personal electronic devices with the ability to record images, video or audio is prohibited in SEAPARC Recreation facility locations where there is a heightened expectation of privacy, such as washrooms and change rooms, and may be restricted in other facilities or program areas.

2. PURPOSE:

SEAPARC Recreation recognizes the need to ensure patron privacy and a safe, enjoyable recreation experience. This policy establishes clear guidelines around the use of photography, audio and video recordings and electronic devices by the public within SEAPARC Recreation facilities.

3. SCOPE:

This policy applies to SEAPARC Recreation staff and members of the public using SEAPARC Recreation Facilities.

4. DEFINITIONS:

N/A

5. PROCEDURE:

Signage will be placed in areas where there is a heightened expectation of privacy to indicate where recording activities by members of the public are prohibited. Members of the public must always follow the directions of such signage. In addition, the following procedures must be followed with respect to the specific areas identified below:

- Change rooms and washrooms: The use of any electronic devices with the ability to record images, audio or video is prohibited inside SEAPARC Recreation facility washrooms and change rooms.
- Hot tub and sauna: The use of any electronic devices with the ability to record images, audio or video is prohibited in the hot tub and sauna.
- General facility use: The public is permitted to take photos and recordings of members in their immediate party, family members, or children in their care. No third parties should be

identifiable in the recordings without third-party consent. It is the responsibility of the individual taking the recordings to ensure no identifiable third parties are captured in their recordings, or that they have obtained appropriate consent.

- SEAPARC Staff Delivering Services: Members of the public must obtain consent from SEAPARC staff before they record them. An individual recording a SEAPARC staff member must stop if asked by the staff member being recorded.
- Photography by SEAPARC Recreation staff or representatives: Written consent must be obtained using the CRD Media Release Form prior to taking photographs, video or audio recordings of the public while they are using SEAPARC Recreation facilities or attending SEAPARC Recreation programs and events.
- Staff are permitted to ask an individual recording to stop recording or delete audio, video or images from their personal device if the individual is contravening this policy.
- Patrons are encouraged to report any individuals using a recording device in a suspicious manner to a staff member immediately.
- Individuals who do not comply with these guidelines or using devices in a suspicious manner may be asked to leave under the SEAPARC Recreation Code of Conduct.

6. SCHEDULE:

7. AMENDMENT(S):

Adoption Date	Description:
June 3, 2025	<i>New policy to guide photography and video recordings in SEAPARC facilities.</i>

8. REVIEW(S):

Review Date	Description:

9. RELATED POLICY, PROCEDURE OR GUIDELINE: