



**Island & Coastal Vancouver  
Winter 2025  
Technical Bulletin**

**HOSTED BY:**



**VENUE**

Vancouver Aquatic Centre  
1050 Beach Ave. Vancouver, BC. V6E 1T7

**POOL**

8 x 25m competition pool  
6 x 20.7m warm-up / swim down



# 2025 Winter Divisionals – Island & Coastal Vancouver Technical Bulletin

## CONTACTS

<b>Meet Manager</b>	Jocelyn Chang	<a href="mailto:meetmgr@canadiandolphin.ca">meetmgr@canadiandolphin.ca</a>
<b>Meet Referee</b>	Rob Smith	<a href="mailto:rasgrpinc@gmail.com">rasgrpinc@gmail.com</a>
<b>Swim BC &amp; Entries Contact</b>	Melissa Webster	<a href="mailto:melissa.webster@swimbc.ca">melissa.webster@swimbc.ca</a>

## PRE-MEET TRAINING

There will be limited open training time available for all teams on:

**Thursday, February 20<sup>th</sup> – 4:00pm – 5:00pm 2 x 25 SCM | 5:00pm – 6:00pm 3 x 25 SCM & 8 x SCY**

Diving is not permitted.

Teams must enter through change rooms and obey all lifeguard rules.

Team Registration is required prior to access pre-meet training:

Please email Zachary Haw ([zach@canadiandolphin.ca](mailto:zach@canadiandolphin.ca)) by February 13<sup>th</sup>. *First come first serve basis.*

## SESSION TIMELINES

	<b>Friday</b>	<b>Saturday</b>	<b>Sunday</b>
<b>Prelims Warm Up</b>	7:00am – 8:50am	7:00am – 8:50am	7:00am – 8:15am
<b>Prelims Start</b>	9:00am	9:00am	8:20am
<b>Finals Warm Up</b>	3:30pm – 4:20pm	3:30pm – 4:20pm	3:30pm – 4:20pm
<b>Finals Start</b>	4:30pm	4:30pm	4:30pm

## WARM-UP PROCEDURES

Athletes are NOT to enter the water without lifeguards on deck and Safety Marshals in place.

### Assigned Warm Up Schedule:

Please check for your team's group and daily warm up schedule. This is for Prelims *ONLY* – there will be no assigned warm up times for any Finals session. ***Pace and sprint lanes will open for the last 10 minutes – pool will be cleared with one minute before these lanes open.***

**Coaches** – Please make sure that you and your swimmers know the dive and pace lanes for the last 10 minutes of each warm-up. Please refer to the following below. Dive lanes are one way only. Swim back lanes are one way only. Swimmers are to go UNDER the lane rope to the appropriate swim back lane after finishing the 25-metre sprint and then swim back immediately in the swim back lane.

<b>Group 1</b>		<b>Group 2</b>		<b>Group 3</b>		<b>GROUP 1 WARM UP TIMES</b>	
<b>Team</b>	<b>#</b>	<b>Team</b>	<b>#</b>	<b>Team</b>	<b>#</b>		
CDSC	65	COMOX	19	CHENA	32	Friday Prelims	7:00 – 7:35am - sprint/pace 7:25am
CRKW	4	DST	16	ISC	27	Saturday Prelims	8:10 – 8:45am - sprint/pace 8:35am
HST	20	RAC	5	SFC	12	Sunday Prelims	7:25 – 7:50am - sprint/pace 7:40am
NRST	26	RAPID	62	UVPCS	34	<b>GROUP 2 WARM UP TIMES</b>	
SQUP	23	WIND	1	WDSC	9	Friday Prelims	7:35 – 8:10am - sprint/pace 8:00am
		WSC	35	WVOSC	24	Saturday Prelims	7:00 – 7:35am - sprint/pace 7:25am
						Sunday Prelims	7:50 – 8:15am - sprint/pace 8:05am
<b>Total</b>	<b>138</b>	<b>Total</b>	<b>138</b>	<b>Total</b>	<b>138</b>	<b>GROUP 3 WARM UP TIMES</b>	
						Friday Prelims	8:10 – 8:45am - sprint/pace 8:35am
						Saturday Prelims	7:35 – 8:10am - sprint/pace 8:00am
						Sunday Prelims	7:00 – 7:25am - sprint/pace 7:15am

### FOR ALL WARMUPS – LANE DESIGNATIONS

Sprint & Dive Lanes	Dive Lane 1 – Swim back Lane 2 Dive Lane 5 – Swim back Lane 6 Dive Lane 8 – Swim back Lane 7
Pace Lanes	Lanes 3 & 4 <i>two-way swimming permitted in pace ONLY</i>

### FINALS WARM UP TIMES

Friday Finals	3:30 – 4:20pm - sprint/pace 4:05pm
Saturday Finals	3:30 – 4:20pm - sprint/pace 4:05pm
Sunday Finals	3:30 – 4:20pm - sprint/pace 4:05pm

**At NO TIME are swimmers permitted on bulkheads at the end of the pool or the sides of the pool. Anyone caught swimming under the scaffolding WILL be disqualified from the meet.**

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### MEET FORMAT

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#### Time Outs (estimates only):

	Morning Sessions	Afternoon Sessions
Friday	1:44pm	6:54pm
Saturday	1:17pm	7:10pm
Sunday	1:58pm	6:13pm

Prelims: Dive overs except for Backstroke Events

Finals: Pool will be cleared between races

#### 400 Free:

Positive Check-In deadline is 9:00am on Friday.

The Top 8 in each age group will be swum in a single heat in the Final Session.

All other swimmers will be senior-seeded, swum fastest-to-slowest alternating genders.

#### 400 IM:

Positive Check-in deadline is 9:00am on Saturday.

The Top 8 in each age group will swim in a single heat in the Final Session.

All other swimmers will be senior-seeded, swum fastest-to-slowest alternating genders.

#### 800 Free:

Positive Check-in deadline is 8:30am on Sunday.

The Top 8 in each age group will swim in a single heat in the Prelims Session.

All other swimmers will be senior-seeded, swum fastest-to-slowest alternating genders.

#### Prelims Scratch Deadline:

Saturday Prelims:	5:30pm Friday
Sunday Prelims:	5:30pm Saturday

#### Finals Scratch Deadline:

For finals, the scratch deadline will be 30 minutes following the completion of the preliminary events (excluding time final events).

#### Relay Name Change Deadline:

Friday Relays:	4:00pm
Saturday Relays:	4:00pm
Sunday Relays:	4:00pm

*Coaches, please check the relay psych sheet at the admin desk.  
Name change slips may be submitted up until 4:00pm for that days relay.*

**It is the coach's responsibility to ensure that a Provincial qualified swimmer is NOT entered to swim a leg of the relay that they have a Provincial qualifying time. Relay swimmer times will be verified by the admin desk after submitted. The relay team will be removed from the relay event if they are found to have a Provincial qualified swimmer entered to swim when they should not.**

### OFFICIALS SPLIT REQUEST

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Official Split request must be submitted to Meet Admin Desk prior to the start of the session that the event is being swum.

**Club must provide 3 timers for the Official Split.** Those timers are to check in with the Meet Admin Desk 20 mins prior to the race.

### JURY OF APPEAL

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Your coach selections for this meet are:

Zachary Haw	CDSC
Mark Lancaster	UVPCS

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### TAPING

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No records can be set from taped athletes.

### AWARDS & SCHEDULE

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Awards presentations for all Finals will occur once the final has been made official, **the Top 3 swimmers of that Final are asked to immediately report to the podium upon official results being announced and ratified.**

Medal podium is located on the East End (Start End).

#### Exceptions:

1. 400 Free and 400 IM Awards Presentations will occur at the end of that day's final session (after relays)
2. 800 Free Awards Presentations will occur prior to the start of Sunday's Finals Session.

#### Ribbons:

Ribbon packages will be available at the end of Sunday Finals. Coaches are responsible for picking up their packages before they leave.

### POOL DECK & SPECTATOR AREA

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#### **General:**

All athletes, coaches, officials, volunteers, and spectators are to respect the directions of Vancouver Aquatic Centre lifeguards and facility staff.

Clean-up of the facility will occur throughout the day, between sessions and overnight – Participants are asked to be responsible for their own belongings and equipment. Please remove all personal belongings from the facility in between sessions and overnight. All items left behind will be removed. The Vancouver Aquatic Centre staff and the host club are not responsible for lost or stolen items.

All competitors are asked to use personal water bottles and use the water bottle filling stations located on the pool deck within the facility. The facility will respect the swimmers' need to ensure proper nutrition as it relates to performance. However, food is not permitted on the pool deck. Absolutely no glass containers will be permitted in the facility. Please place all garbage in the appropriate bins provided (*See attached is a poster with guidance for separation of organic materials*).

All updates and communications will be available at the Clerk of Course desk.

#### **Athletes:**

Outside footwear is not permitted on the pool deck or shower areas. All participants must shower before entering the water.

A single extended horn blast will be used to clearly communicated that all swimmers must exit the water.

Please wear clean deck shoes on deck – no street shoes.

Make sure your team area is clean at the end of each session.

Coaches are to supervise their swimmers throughout the breaks if they remain in the facility – Swimmers that are UNSUPERVISED MUST be at the lobby during the break.

Deck changing is NOT permitted.

No swimmers allowed on any bulkhead (end of pool and walkways beside pool) at any time.

#### **Facility:**

You may enter the facility and have access to the facility at the following times (**Enter through the FRONT DOORS ONLY**)

Friday	6:40am entry
Saturday	6:40am entry
Sunday	6:40am entry

Access to the change rooms and pool deck at the following times (**swimmers to enter by side stairs on EAST side of pool**)

Friday	6:40am entry
Saturday	6:40am entry
Sunday	6:40am entry

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**All participants to use the east side stairway to enter the pool deck if they are in the stands** (west side stairs should be used only by officials and Vac staff (lifeguards/maintenance)).

Athletes are to set up in the Around the pool with their teams – coaches should monitor

All swimmers are on deck level only. No teams sit upstairs.

Coaches will have a table on the pool deck.

The hot tub, sauna, and steam room are not open to swimmers.

### **Spectators:**

Spectator Stance – NO outside chairs allowed and there must be space at the top of the spectator area for emergencies.

Spectators ARE NOT allowed any chairs upstairs. Spectators MUST sit in the spectator area at all times. No spectators are allowed on deck.

Please leave your space clean and clear between sessions.

### **LIVE STREAMING**

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Swim BC is working with [Sports Canada TV](#), Canada's premier online amateur sport network, to provide live streaming for all Divisionals and the Provincial Champs.

Access to the Livestreaming: [Swim BC YouTube Channel](#)

**Please be courteous of others and the swimmers when taking pictures and videotaping from the spectator areas during the meet.**

### **FACILITY**

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#### **Parking:**

Paid parking: [Lot 63 - Beach Ave - Aquatic Centre](#)

Other lot to the west – Jervis Parking lot.

No parking or drop offs allowed in front of the pool. Must Park in parking lot under the Burrard Bridge. Limited space.

**Handicap area at front of VAC – NO CARS are to drop off or pick up in this area – anyone who is caught dropping off their swimmers or picking them up may risk the chance of having their swimmer taken out of the meet. This is a VAC policy.**

#### **Wi-Fi:**

City of Vancouver Wi-Fi

#### **Washrooms:**

Swimmers: Washrooms are located in the change rooms.

Spectators: Washrooms are located upstairs.

#### **Food & Beverage:**

Tartines - beach avenue, under Granville bridge

Granville Island- ferry from VAC

Hoshi Sushi - next door

Beach Ave. bar & grill - next door

Maxine's cafe - Burrard Street, up the stairs

Davie street - numerous cafes, subway, Starbucks - 3 blocks up Thurlow street

Grocery store, pacific street, under Granville bridge

#### **Tobacco/Cannabis-Free Facility:**

Vancouver Aquatic Centre is a tobacco/cannabis-free facility.

#### **Lost and Found:**

Lost and found items will be put near the men's washroom located in the lobby area in 2 laundry hampers clearly marked LOST AND FOUND. These laundry hampers will not be monitored and items not claimed will be donated.

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Items of value will be given to the Swim Meet Manager.

After the weekend of the swim meet, lost and found items not claimed will be donated to a local charity.

## Vendors:

Esquire: Will be located in the Lobby

Team Aquatics: Will be located in the Lobby

## VOLUNTEERS

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We are grateful to those local and visiting officials and volunteers that have already stepped forward to commit their time to making this meet a success. If anyone else is still interested in volunteering, please have them fill in the following form:

[Officials and Volunteer Sign-Up Form](#)

All officials and volunteers should check in under the timing booth. Officials should enter down the side stairs on the EAST side of the pool – to the left when entering the facility.

All officials and volunteers are required to wear the appropriate **Swim BC** provided t-shirt/polo (**No other red polos or white t-shirts are permitted**).

## Contacts:

Volunteer Coordinator	Eric Hunter	<a href="mailto:officials@canadiandolphin.ca">officials@canadiandolphin.ca</a>
Senior Officials	Rob Smith	<a href="mailto:rasgrpinc@gmail.com">rasgrpinc@gmail.com</a>

## WHAT IF I NEED ASSISTANCE?

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The Vancouver Aquatic Centre lifeguards and front desk staff will be happy to assist you. Please report any concerns about facility cleanliness or washroom supplies to facility staff or event organizers. For emergencies, dial 911 alert facility staff immediately.

In the event of an emergency the following procedures will take place:

- Look to the nearest lifeguard
- **Follow the lifeguard's directions or lifeguard announcements**
- In the event of an evacuation, exit via the nearest exit.
- Coaches: take attendance to ensure all swimmers are accounted for.
- Gather at the designated Muster Point at the skate park at Sunset Beach area.



hey!  
**food scraps  
aren't  
garbage!**



### What's in your garbage?

30% of our garbage is made up of food scraps and yard trimmings that should have been composted.



### Why recycle food scraps?

Recycling all your food scraps and food-soiled paper in the green bin will:

- Keep valuable resources out of the landfill
- Reduce greenhouse gas emissions
- Create nutrient-rich compost for our gardens

#### ✓ Accepted in the green bin

- ✓ Food scraps
- ✓ Food-soiled paper
- ✓ Yard trimmings & clean wood waste

#### ✗ Not Accepted

- ✗ All plastic bags, including those labelled compostable or biodegradable
- ✗ Plastic takeout containers, cups & utensils
- ✗ Pet waste & pet waste bags

FOR A COMPLETE LIST, SCAN THE QR CODE AT THE TOP

**Green  
Bin**  
PROGRAM



CITY OF  
VANCOUVER

For more information:  
[vancouver.ca/greenbin](http://vancouver.ca/greenbin)