



Technical Standards and Safety Authority
www.tssa.org

14th Floor - Centre Tower
3300 Bloor Street West
Toronto Ontario M8X 2X4
Fax: 416.231.4903
Customer Service: 1.877.682.8772

Level 1 Risk and Safety Management Plan (RSMP)
Technical Standards and Safety Act
Propane Storage and Handling Regulation

- This Level 1 RSMP applies to:
- a facility with a total propane storage capacity of 5,000 USWG or less; or
 - a facility with a fixed propane storage capacity of exactly 5,000 USWG and no more than 500 USWG of portable propane storage capacity on site.

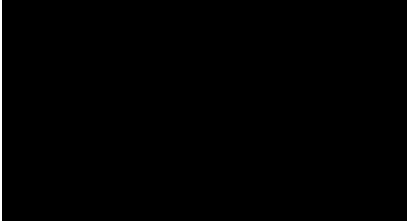
Failure to fully complete this form may result in rejection.
Making a false statement may result in a fine or prosecution under the Technical Standards and Safety Act

Licence Number: 000076643883

Check applicable type of propane operations:

Cylinder Motor Fill Filling Plant Card/Keylock

Submit along with this completed application a Facility Site Plan and a Map of the Surrounding Area.



SECTION A: GENERAL INFORMATION

The Undersigned applies to TSSA for a review for an RSMP under Ontario's Technical Standards and Safety Act, Propane Storage and Handling Regulation.

Company Name: 1068409 ONTARIO LTD Ontario Corporation No., if applicable: _____

Operator Name (if different from above): DOUBLE DIAMOND SALES

Telephone No.: 519-326-1000 Fax No.: 519-326-4557 E-mail: _____

Street No.: 2237 Street Name / 911 Number / Address, if applicable: COUNTY RD #31

Town / City or Township / County: KINGSVILLE Province: ONTARIO Postal Code: N9Y 2E5

Mailing address if different from above:

Street No.: _____ Street Name / 911 Number / Address, if applicable: PO BOX 251 STN MAIN

Town / City or Township / County: LEAMINGTON Province: ONTARIO Postal Code: N8H 3W2

Information on Container Refill Centre or Filling Plant

Location of facility:

Street No.: 2237 Street Name / 911 Number / Address, if applicable: COUNTY RD #31 Nearest Major Intersection: COUNTY RD #31 AND #3 CONCESSION

Town / City or Township / County: KINGSVILLE Province: ONTARIO Postal Code: N9Y2E5

Name of Licence Holder: Double Diamond Sales

Name of a Senior Management person as defined in the regulation holding the Record of Training (ROT): BENJI MASTRONARDI ROT type: 400-04

Municipality (or municipalities if the facility or its hazard distance touches multiple borders): KINGSVILLE, LEAMINGTON

Hours of operation:

This document is valid until the next licence renewal date. You are required by law to notify TSSA of any change of information.

Declaration: I am aware that it is an offence to give false information in this document and I hereby declare that the information I have given here is true and complete.

Print name	Signature	Date (dd-mm-yyyy)
Name of Licence Holder: Double Diamond Sales		23/09/11
Name of Senior Management person as defined in the Regulation holding the Record of Training: BENJI MASTRONARDI		23/09/11



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SECTION A: GENERAL INFORMATION (cont'd)

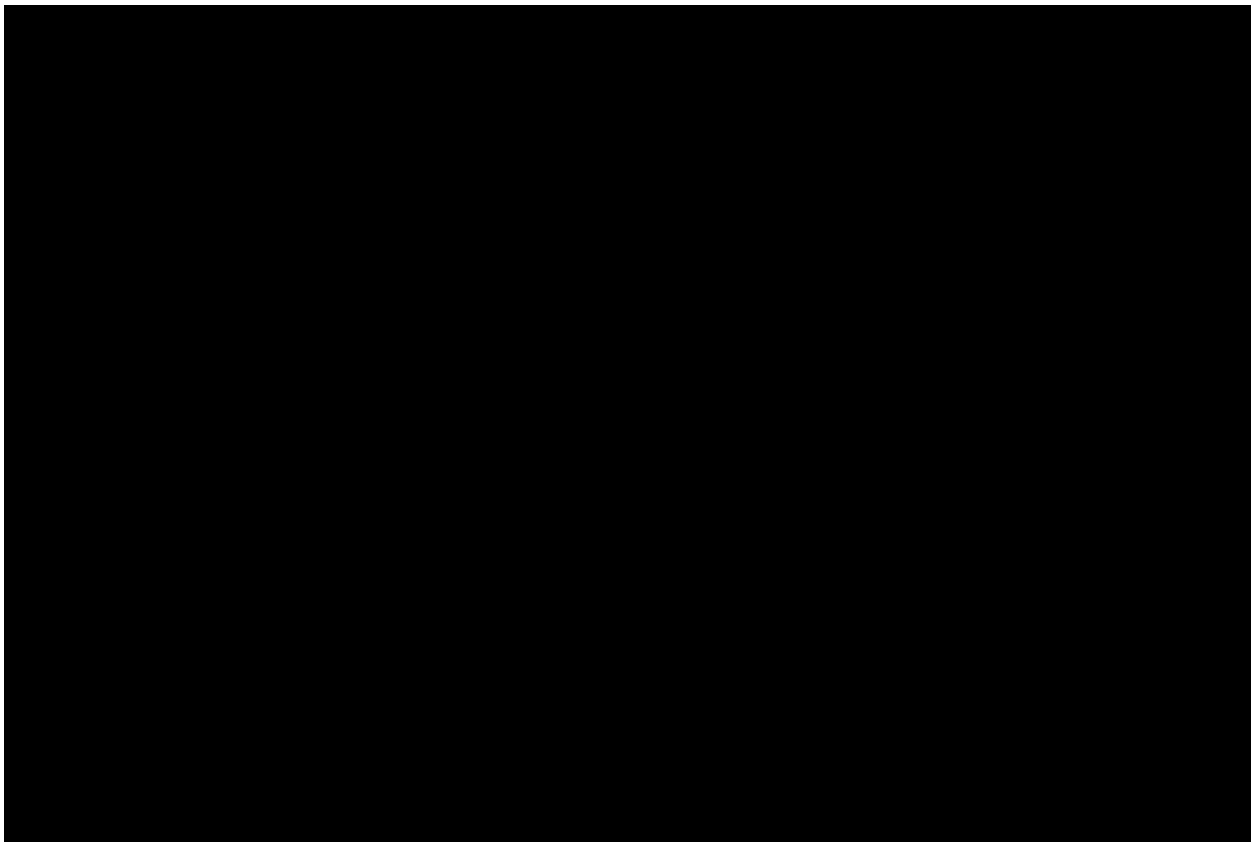
Indicate the year the facility was established. Indicate the year of any significant modifications, as defined in s.1, O.Reg 211/01, since establishment.
 2006 _____

Identify the psig rating and serial number for each fixed propane storage tank on site.

	PSIG	Serial Number
Tank1:	250 _____	5563643 _____
Tank2:	_____	_____
Tank3:	_____	_____

Enter capacity of propane in USWG, fixed, portable, and mobile, and provide detailed inventory that includes the number of tank/vessel for each type (fixed, portable, and mobile) and the capacity of each tank/vessel, on a separate document.

Fixed: 1000 _____ Portable: _____ Mobile: _____



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Name of person completing this form (please print) Chris Mastronardi	Official Title President	
Signature 	Telephone No. 519-326-1000	Date (dd-mm-yyyy) 21/10/11



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2012 Application for Renewal of Level 1 Propane Licence
Technical Standards and Safety Act
Propane Storage and Handling Regulation

GENERAL INFORMATION

Name of Propane Supplier(s) Superior Propane			For Office Use - Party No.	
Street No.	Street Name / 911 Number / Address, if applicable Queensline, Highway 2 West			
Town / City or Township / Country Chatham			Province ON	Postal Code N7M 5J5
Telephone No. 519-354-2635	Fax No. 519-351-6660	Contact Name Richard Button		
E-mail Richard_Button@superiorpropane.com				

Name of Propane Transporter. If same as above, please check box. <input checked="" type="checkbox"/>			For Office Use - Party No.	
Street No.	Street Name / 911 Number / Address, if applicable			
Town / City or Township / Country			Province	Postal Code
Telephone No.	Fax No.	Contact Name		
E-mail				

Off-site Cylinder and/or Mobile Storage		Capacity stored off-site, in USWG	For Office Use - Party No.	
Street No.	Street Name / 911 Number / Address, if applicable			
Town / City or Township / Country			Province	Postal Code
Telephone No.	Fax No.	Contact Name		

Note: Customer storage is not considered off-site storage.

You are required by law to notify TSSA of any change of information contained in the Risk and Safety Management Plan within 15 days.

Declaration: I am aware that it is an offence to give false information in this document and I hereby declare that the information I have given here is true and complete.		
Print name of person completing this form. Craig Klingbyle		Official Title Food Safety/HR Manager
Signature 	Telephone No. 519-326-1000	Date (dd-mm-yyyy) 18-09-2012



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SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN

The licence holder will complete Section B in consultation with the local Fire Services.

Description of the maximum volume, types and storage location of other hazardous materials on site, if any.

N/A

Description of fire and emergency equipment indicated on facility site map.

-1 5lb ABC dry chemical fire extinguisher attached to the permanent structure. 4 fire hoses and 7 fire extinguishers located inside the Double Diamond Sales warehouse/distribution center located directly south of the facility.

-Fire hose valves located on outside south east corner of building.

-Private fire hydrant fed by municipal water main located on company property 17ft.. from south east corner of building

List of fire protection controls (e.g., fire detection systems, fire notification systems, alarm systems, automatic shut off devices, fusible links, etc.) and describe their function, use and operation.

-All facilities have 24 hour a day closed circuit security and fire monitoring (heat detection) services provided by Kelcom.

-Security cameras positioned to monitor the perimeter of Double Diamond Sales along with a security camera directly monitoring the propane station.

-Additional municipal Fire Hydrant located within 920ft of fixed propane tank.

-Emergency shut off device located directly south of propane tank located on Double Diamond Sales outside wall

Maintenance and testing schedule for fire protection controls and devices.

-Monthly inspection of fire extinguishers

-Annual inspection of fixed propane tank provided by Aabco Propane Inc.

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	Date (dd-mm-yyyy) 23/09/11



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SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd)

1. Contacts for Emergency Response

1. Facility Contact Personnel - Key Contact		5. Facility 24-Hour Contact Person	
Name Chris Mastronardi	For Office Use - Party No.	Name John Fehr	For Office Use - Party No.
Official Title Sales Manager - Vice President		Official Title Maintenance Manager	
Telephone No. 519-791-1899	Fax No. 519-326-4557	Cell No. 519-919-1966	Fax No. 519-326-4557
E-mail chris@doublediamondacres.com		E-mail	
Role and responsibilities in emergency Emergency Coordinator for Double Diamond Sales. Direct contact for police, fire, ambulance		Role and responsibilities in emergency Facilities Manager. Will receive initial call from Kelcom emergency services if smoke detectors are set. Assist in evacuation of facilities, employee control.	
2. Facility Contact Personnel - Alternate Contact		6. Name of Facility Manager	
Name Benji Mastronardi	For Office Use - Party No.	Name Benji Mastronardi	For Office Use - Party No.
Official Title Operations Manager - Vice President		Official Title Operations Manager	
Telephone No. 519-791-2100	Fax No. 519-326-4557	Telephone No. 519-326-2100	Fax No. 519-326-4557
E-mail benji@doublediamondacres.com		E-mail benji@doublediamondacres.com	
Role and responsibilities in emergency Emergency Coordinator for adjacent greenhouses. Coordinate evacuation efforts with supervisors and growers.		Role and responsibilities in emergency Emergency Coordinator for adjacent greenhouses. Coordinate evacuation efforts with supervisors and growers.	
3. Local Fire Services - Key Contact		7. Propane Supplier Key Contact Person	
Name Bob Kissner Jr.	For Office Use - Party No.	Name Andy Burton	For Office Use - Party No.
Official Title Fire Chief		Official Title Owner / Operator	
Telephone No. 519-733-2314	Fax No. 519-733-2399	Telephone No. 519-737-9635	Fax No. 519-737-9137
E-mail bkissner@kingsville.ca		E-mail andy@aabcopropane.com	
Role and responsibilities in emergency Town of Kingsville Fire Chief		Role and responsibilities in emergency Provide additional information if needed	
4. Local Fire Services - Alternate Contact		8. Municipal Contact	
Name Jeff Dean	For Office Use - Party No.	Name Dan DiGiovanni	
Official Title Assistant Fire Chief		Official Title Chief Administrator of Operations	
Telephone No. 519-733-2314	Fax No.	Telephone No. 519-796-8586	Fax No. 519-733-8108
E-mail jdean@kingsville.ca		E-mail ddigiovanni@kingsville.ca	
Role and responsibilities in emergency Town of Kingsville Assistant Fire Chief		Municipality Kingsville Ontario	

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	Date (dd-mm-yyyy) 23/09/11



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SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd)

2. Additional Safety Measures

Describe any other measures in place at the facility that exceed the minimum Code and Standards requirements.

[Large empty area with horizontal dashed lines for describing additional safety measures.]

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SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd)

3. Record of Emergency Training Provided - For most recent 12-month period.

Training on Emergency Response Plan and Procedures provided to facility key contacts.

Training Date (dd-mm-yyyy) 05/08/11	Print Name of Training Provider: Double Diamond Sales
	Print Name of Instructor: Chris Mastronardi
Training Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Training Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

Training on the facility's Emergency Management Procedures provided to staff.

Training Date (dd-mm-yyyy) 05/08/11	Print Name of Training Provider: Double Diamond Sales
	Print Name of Instructor: Chris Mastronardi
Training Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Training Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

On-site specific training provided to certificate holders / persons with Records of Training.

Training Date (dd-mm-yyyy) 06/10,2010	Print Name of Training Provider: Propane Training Institute #000155234
	Print Name of Instructor: Andy Burton
Training Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Training Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

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SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd)

4. Emergency Training Plan for Coming Year

Training on Emergency Response Plan and Procedures provided to facility key contacts.

Target Date (dd-mm-yyyy) 03/08/12	Print Name of Training Provider: Double Diamond Sales
	Print Name of Instructor: Chris Mastronardi
Target Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Target Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

Training on the facility's Emergency Management Procedures provided to staff.

Target Date (dd-mm-yyyy) 03/08/12	Print Name of Training Provider: Double Diamond Sales
	Print Name of Instructor: Chris Mastronardi
Target Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Target Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

On-site specific training provided to certificate holders / persons with Records of Training.

Target Date (dd-mm-yyyy) 06/10/13	Print Name of Training Provider: Propane Training Institute #000155234
	Print Name of Instructor: Andy Burton
Target Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Target Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

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Name of person completing this form (please print) Chirs Mastronardi	Official Title President
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	Date (dd-mm-yyyy) 23/09/11



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SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd)

The licence holder will complete Section B in consultation with the local Fire Services.

5. Emergency Response Communications Plan

Warnings and Actions

Describe who gives warnings to whom, and how and when the warning will be given (including public notification as appropriate).
Security One will give initial warnings to all employees of Double Diamond Sales by sounding the smoke detectors and fire alarms. Security One will notify key staff contacts and emergency departments via phone. Key staff members that are responsible for specific emergency procedures will, upon the sounding of the alarm, will conduct those emergency response procedures while calmly notifying all employees and evacuating the building including any and all employees in bunkhouse.

Describe what action is to be taken and by whom when a warning is issued (including details of a meeting place in a safe identified area and activating the evacuation plan, if necessary).
Chris Mastronardi will aid in the evacuation and act as liaison between the company and emergency and municipality. Benji Mastronardi will aid in evacuation and coordinate information from Double Diamond Acres, Twin Peaks and provide information to emergency crews. Jen Mastronardi will provide an employee list and provide CPR if necessary. Craig Klingbyle will ensure office and warehouse staff is directed to designated evacuation area and assist in employee control and retrieve employee list from Jen Mastronardi and assist in operations.

Communication with Emergency Response Authorities

Describe when and how the licence holder will give early warning to emergency response authorities (including a process to ensure that a call is placed to 911).
Double Diamond Sales is monitored by security one. Security One monitors all smoke and heat detectors within the office, warehouse areas. Security One will immediately notify both emergency crews and key contact staff members of Double Diamond Sales. Double Diamond Sales key contact staff members will immediately call 911 to ensure emergency crews are notified.

Describe provisions for fire department entry when there are no operations or staffing at the propane site.
None

Describe how the licence holder will ensure continual flow of updated information to authorities.
Human Resources will ensure that any new updates to Double Diamond facilities will be forwarded to the Kingsville Fire Department for their approval and for their files. This includes any and all facility changes and changes to Double Diamond Sales emergency plan and key contacts. Double Diamond Sales will continue to monitor and evaluate it's emergency response plan after each exercise drill.

How long will it take the facility liaison person to respond to the site.
It will take the facility liaison person less than 5 minutes to respond to the site.

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SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd)

The licence holder will complete Section B in consultation with the local Fire Services.
6. Building and Site Security and Procedures

- | | Yes | No |
|---|-------------------------------------|-------------------------------------|
| 1. Does the propane location have controlled access to limit unnecessary risk and entry (lock out procedures)? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2. Is there adequate night lighting at the site? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. Are procedures in place that ensure access routes, aisles, storage area, filling areas and the grounds are kept clear from unwanted materials? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4. Are there procedures that capture and record the daily inspection of hoses and inspection requirements for filling systems and mechanical devices used in the transfer of propane? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 5. Does the facility have procedures that include a process to isolate and purge any overfilled propane cylinders? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 6. Are weighing systems validated for accuracy? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 7. Are storage areas clearly marked with the vessels' capacity status (i.e., filled, empty, purged and other hazardous materials)? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 8. Are quality assurance procedures in place to ensure that all valves are closed after the propane cylinders are filled?(e.g., QCC valves) | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 9. Is the schedule of maintenance and testing activities retained on site? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

7. Water Supply

The propane licence holder should work with the local fire department to determine water supply capabilities that are available based on the propane facility's location.

- | | Yes | No |
|---|-------------------------------------|--------------------------|
| 1. Is a pressurized water system available at the propane facility site? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Can the municipal fire department pump 375 GPM (1420 LPM) of water at this location? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. What is the unobstructed distance to the closest water supply that could be used for firefighting activities? (distance in metres only) | | <u>125 m</u> |
| 4. What is the unobstructed distance to the closest approved water supply with year round access if there are no hydrants? (distance in metres only) | | <u>NA</u> |

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SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd)

The licence holder will complete Section B in consultation with the local Fire Services.

8. Licence holder and local Fire Services Review

To be completed by the Local Fire Services	Yes	No
Has the local fire service had an opportunity to review the Emergency Response and Preparedness Plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If not, please explain (e.g., no fire services).		
Fire services comments, if any: z		
To be completed by the Licence Holder		
In response to the above comments, the following action(s) is required:		
The licence holder will respond to the Local Fire Services comments by: _____		
(dd-mm-yyyy)		

LOCAL FIRE SERVICES		
The undersigned has reviewed Section B of the Risk and Safety Management Plan Fire Services.		
Print name ROBERT KISSNER	Signature 	Date (dd-mm-yyyy) 19-09-2011
Local Fire Services Name		

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SECTION C: SUBMISSIONS

Applicant must include a Facility Site Plan and Map of Surrounding Area

Facility Site Plan.

The licence holder will submit a copy of the original facility site plan updated with the following information:

1. The storage location of fixed, portable, and mobile vessels.
2. The maximum volume, types and storage location of hazardous materials.
3. Location of permanent structures on site.
4. Access and egress points and location of barriers.
5. Location of fire and emergency equipment (e.g., sprinkler systems, extinguishers, suppression systems) on site and location of fire hydrant or water supply where available.
6. Location of emergency shut off/shut down switches/valves.

Map of Surrounding Area.

The licence holder will submit a scaled aerial map of the surrounding area showing the following information:

7. The capacity and placement of the single largest propane storage vessel, including its setback from the front, rear and side property lines.
8. GPS co-ordinates of the single largest vessel.
9. Visual indication of the single largest fixed vessel and a circle made using the distance in Table 1 as the radius from the single largest fixed vessel.
10. Clear indication of the municipality or municipalities present within the circle.
11. Visual indication of property line information.
12. The location and name of roads within or abutting the site.
13. Key note to the drawing indicating the facility's municipal address, municipal lot number(s) and concession lines as applicable, and the date the map was prepared.
14. Address and contact information for each municipality (municipal clerk or secretary-treasurers of planning board). (Refer to page 5.)
15. Complete "Required Mapping Information from Updated Site Plan" in table below .

Required Mapping Information from Updated Site Plan

Date Map Prepared (dd-mm-yyyy) 05/26/11	Capacity of single largest propane storage vessel (USWG) 1000
Tank setback coordinates. Indicate placement on the map.	
Front: <u>89m</u>	Right side property line: <u>331m</u>
Rear: <u>81m</u>	Left side property line: <u>160m</u>
GPS coordinates of single largest vessel: <u>42.063701 , -82.646169</u>	

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SECTION C: SUBMISSIONS (cont'd)

Applicant must include a Facility Site Plan and Map of Surrounding Area

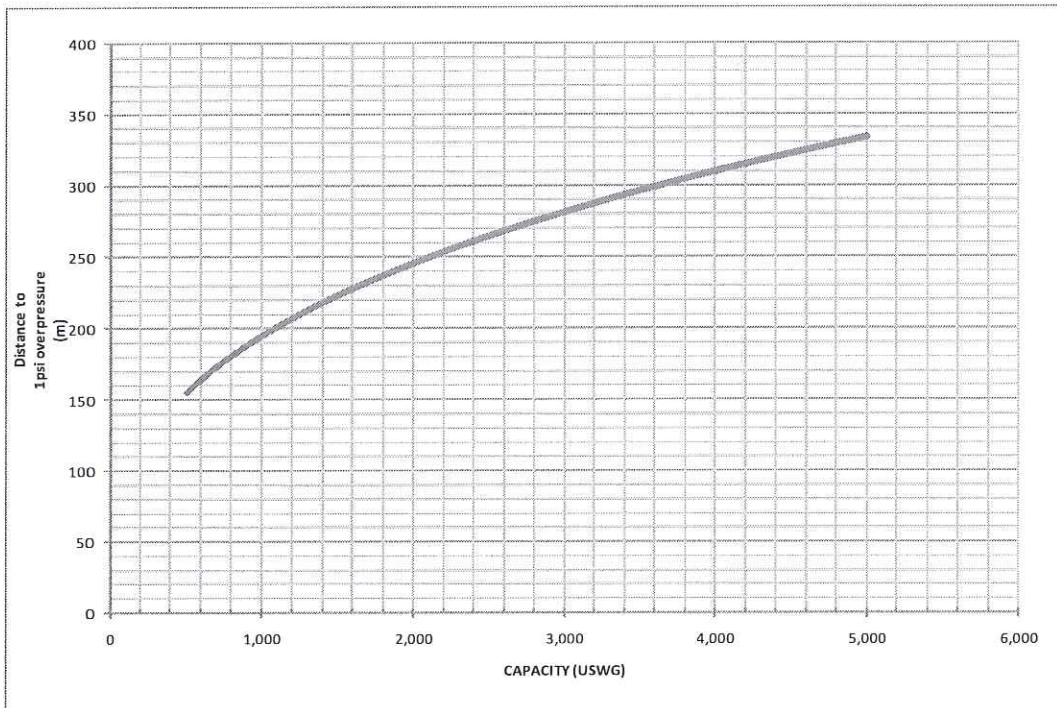
Table 1: Distance Table

Water Capacity (litres)	Nominal Water Capacity (USWG)	Distance to 1 psi overpressure (m)
1,890	500	155
3,780	1,000	195
4,920	1,300	213
6,620	1,750	235
7,130	1,885	241
7,560	2,000	246
18,900	5,000	333

Formula: $D = 16.94 \times (1.524 \times C)^{1/3}$
 D = Distance to overpressure of 1 psi (meters)
 C = Tank Total Capacity in USWG

Parameters: Density of Propane is 0.5033 kg per litre @ 15 C
 Assume all vessels are 80% full
 1 gallon [US, liquid] = 0.003785411784 cubic meter
 1 cubic metre = 264.17 USWG

Hazard Distance Chart (EPA-TNT model)



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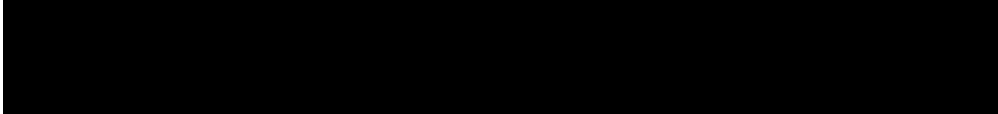
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SECTION C: SUBMISSIONS (cont'd)

Applicant must include a Facility Site Plan and Map of Surrounding Area

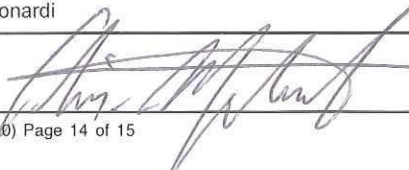
As an accompaniment to the Map of Surrounding Area, provide the following information about buildings and features present within the circle in Table 2.

Table 2: Buildings and Features

Buildings and Features Present within the Circle on the Map of the Surrounding Area AND Name and Address of Closest Building or Feature	* Number of Buildings and Features (mark with an "X")				Distance from Tank to Closest Building or Feature
	0	1	2-10	11+	
Industrial buildings or parks or golf courses Name: None Address: _____ City: _____ Province _____ Postal Code _____					_____ m
Residential building units specifically permanent single family dwellings, condominiums, and apartments. 		X			175m m
Commercial building units specifically retail, restaurants, entertainment, theatres, and sporting complexes. Name: None Address: _____ City: _____ Province _____ Postal Code _____					_____ m
Commercial building units – continuous occupancy specifically hotels, campgrounds, and resorts. Name: None Address: _____ City: _____ Province _____ Postal Code _____					_____ m
Sensitive institutions specifically hospitals, schools and day cares, nursing and retirement homes, mental health institutions, and prisons. Name: None Address: _____ City: _____ Province _____ Postal Code _____					_____ m
Emergency responders specifically fire stations, ambulance stations, and police stations. Name: None Address: _____ City: _____ Province _____ Postal Code _____					_____ m

* For multi-unit buildings, count each unit as "1".

Declaration: I am aware that it is an offence to give false information in this document and I hereby declare that the information I have given here is true and complete.

Name of person completing this form (please print) Chris Mastronardi	Official Title President	
Signature 	Telephone No. 519-326-1000	Date (dd-mm-yyyy) 23/09/11



Technical Standards and Safety Authority
www.tssa.org

14th Floor - Centre Tower
3300 Bloor Street West
Toronto Ontario M8X2X4
Fax: 416.231.4903
Customer Service: 1.877.682.8772

Level 1 Risk and Safety Management Plan (RSMP)
Technical Standards and Safety Act
Propane Storage and Handling Regulation

SECTION C: SUBMISSIONS (cont'd)

Applicant must include a Facility Site Plan and Map of Surrounding Area

Portable Storage Additional Information Sheet

Cylinder Size	Capacity in USWG	Quantity	Total Volume in USWG
# 420	123.9		
# 100	29.5	2	118
# 40	11.75		
# 33.3	9.62	33	375.18
# 30	8.8		
# 20	5.8		
# 10	2.9		
# 5	1.5		
Total Cylinder Capacity 493.18			

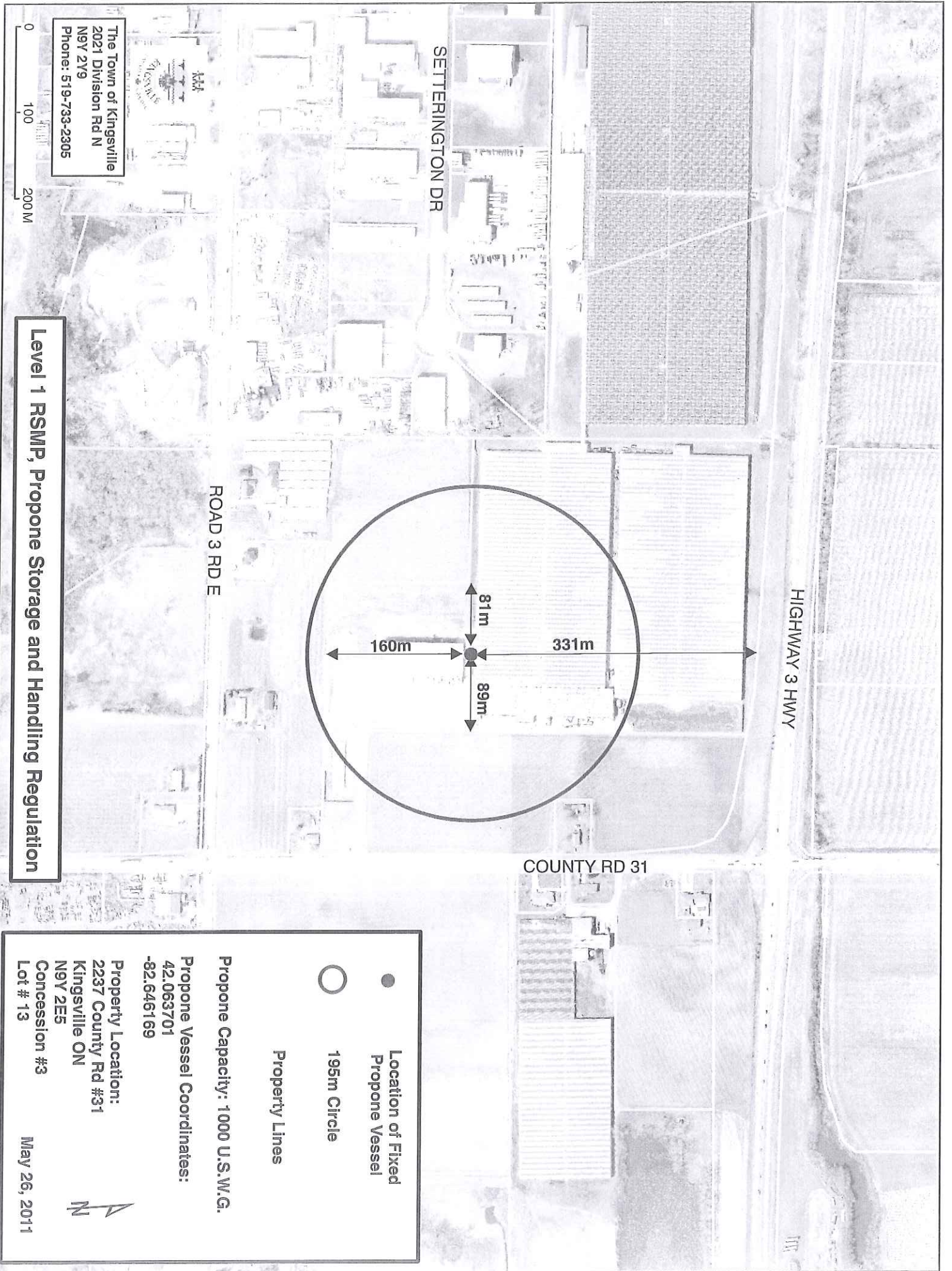
Tanks Stored On-site Not Connected for Use

Tank Size In USWG	Quantity	Total Volume in USWG
Total Tank Capacity		

Total Cylinder Capacity	
Total Tank Capacity	
Total Portable Capacity	493.18-cylinders may change in size & quantity but will never exceed 500 USWG

Declaration: I am aware that it is an offence to give false information in this document and I hereby declare that the information I have given here is true and complete.

Name of person completing this form (please print) Chris Mastronardi	Official Title President	
Signature 	Telephone No. 519-326-1000	Date (dd-mm-yyyy) 23/09/11



The Town of Kingsville
 2021 Division Rd N
 N9Y 2Y9
 Phone: 519-733-2305

Level 1 RSMP, Propone Storage and Handling Regulation

- Location of Fixed Propone Vessel
- 195m Circle
- Property Lines

Propone Capacity: 1000 U.S.W.G.

Propone Vessel Coordinates:
 42.063701
 -82.646169

Property Location:
 2237 County Rd #31
 Kingsville ON
 N9Y 2E5

Concession #3
 Lot # 13

May 26, 2011

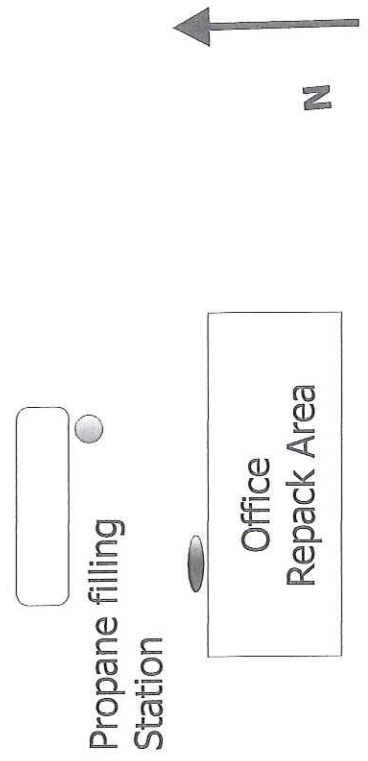
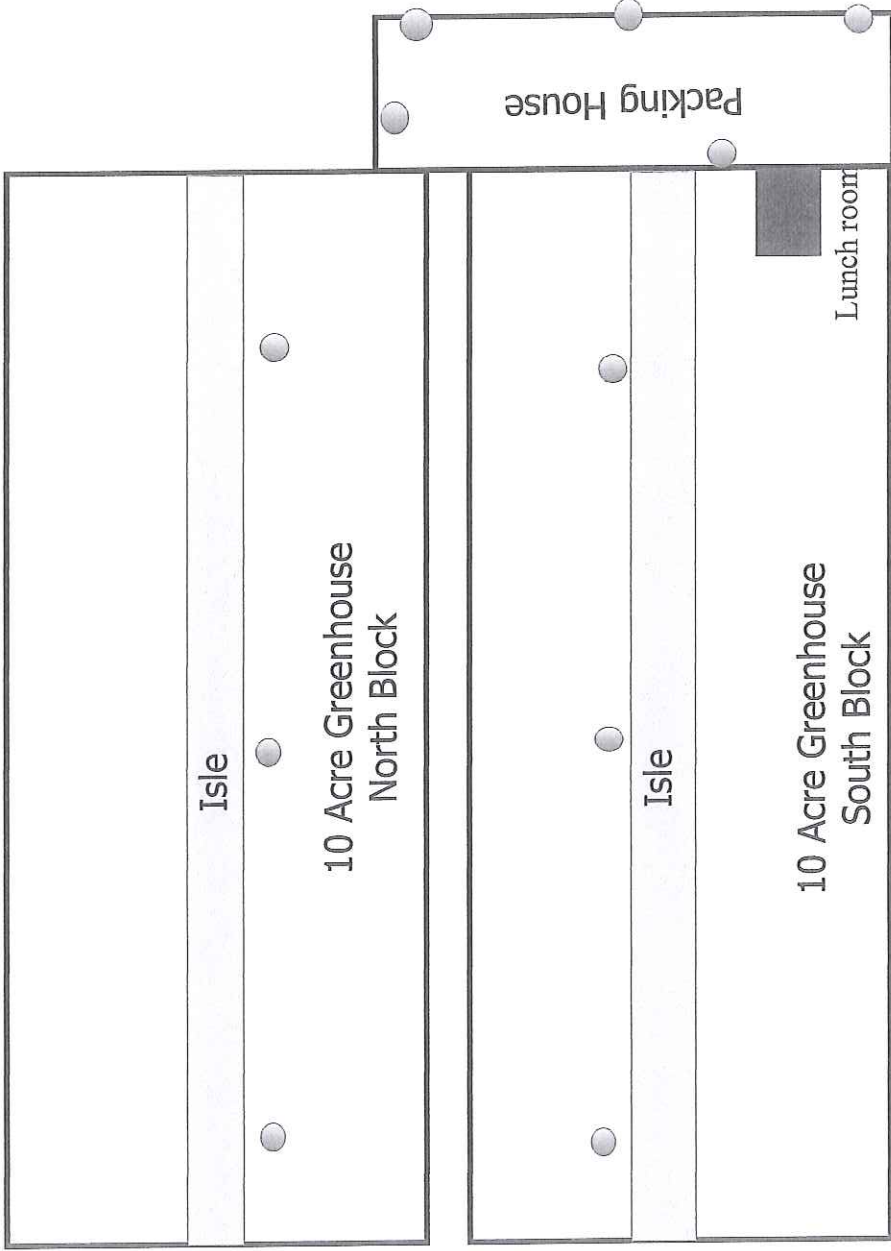


HWY . 3

HWY . 3

ESSEX RD. 31

ESSEX RD. 31



● = Emergency Shut Off

● = Fire Extinguisher

☒ = Petroleum Storage Tanks

