Technical Standards and Safety Authority www.tssa.org

| Technical | 14th Floor - Centre Tower | 3300 Bloor Street West | 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

Technical Standards and Safety Act Propane Storage and Handling Regulation

Bct 28

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.

			to fully complete this form	n may result in rejection. It in a fine or prosecution			For Offi	ce Use Only
	IVI		ider the Technical Standa					
Lice	nce Number	00000	19319-C					
Check	k applicable type	of propa	ne operations.					
	✓ Cylinder	r	Motor Fill	Filling Plant (Card/Keylock			
Subm	nit along with this	complete	ed application a Facility Site Pl	an and a Map of the Surroundi	ing Area.			
			SEC	TION A: GENER	AL INFORM	MATION		
			olies to TSSA for a lid	review for an RSMP	under Ontari	io's Technical Sta	andards	and Safety Act,
	Company Name	-	J - J			12	Ontario C	Corporation No., if applicable
A	CF Petro Pro						681021	Ont. Ltd.
	Operator Name		ent from above)	·				
	CF Petro Pro							
	Telephone No.		Fax No.	E-mail				1
	613-542-8574	4	613-542-3989	None				
B	Street No.	1	Street Name / 911 Number / /	Address, if applicable				1
	2408		Perth Road					B. 1-10-1-
	Town / City or	Township	7 County		1	ovince	Ĩ	Postal Code K0H 1S0
	Glenburnie	640			On	tario		KOIT 130
		ess if d	lifferent from above.	Address if applicable				
C	Street No.	1	Street Name / 911 Number / RR#1 P.O. Box	Address, ii applicable				
	Town / City or T	ownshin			Pri	ovince		Postal Code
	Glenburnie	OWNSHIP	County		1	tario		K0H 1S0
In	A STATE OF THE PARTY OF THE PAR	Conta	iner Refill Centre or Fi	lling Plant				
	Location of fa							
D	Street No.	1	Street Name / 911 Number / /	Address, if applicable	1	earest Major Intersection		
-	Same as Abo	ove			Per	rth Road and Unity Ro	ad	No. 10 Sept. De
	Town / City or T	ownship	/ County		Pro	ovince	î	Postal Code
8	Glenburnie	1000			On	ntario		K0H 1S0
	Name of Licence	Holder						
	CF Petro Pro	681021	Ontario Ltd.					3
- 9	Name of a Senior Management person as defined in the regulation holding the Record of Training (ROT). ROT type							
	Wayne Clancy PT0-1/PP0-3							
	Municipality (or municipalities if the facility or its hazard distance touches multiple borders)							
Ĩ	***************************************		nship of Frontenac					
	- in inigato							
	Hours of operati	ion.						•

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

Print name	Signature	Date (dd-mm-yyyy)
Name of Licence Holder CF Petro Pro 681021 Ontario Ltd.		0
Name of Senior Management person as defined in the Regulation holding the Record of Training Wayne Clancy	hamoll	any Sept 27/



Technical 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

SECTION A:	GENERAL	INFORMATION	(cont'd)
------------	----------------	--------------------	----------

Indicate the year	the facility was established.	Indicate the year		lifications, as de	fined in s.1, O.Reg 211/01	, since establishment.
Identify the psig r	ating and serial number for each	ch fixed propane st	torage tank on site.			
20000000 00010000 PROMO TELEGRAPE	PSIG	Serial N				
Tank 1	250	FM 132				
ranks						
Enter capacity of	propane in USWG, fixed, port	able, and mobile, a	and provide detailed	inventory that ir	cludes the number of tar	nk/vessel for
each type (fixed,	portable, and mobile) and the	capacity of each to	ank/vessel, on a sep	arate document		
Fixed:	5,000 USWG	Portable: 473	.35 USWG	Mobile:	None	

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) Wayne Clancy	Official Title Owner/Operator		
Signature Wayne Clary	Telephone No. 613-542-8574	Date (dd-mm-yyyy) / Sept 27/11	
FS 09195 (05/11) Page 2 of 15			



14th Floor - Centre Tower 3300 Bloor Street West Safety Authority 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

ON A:	GENERAL	INFORMATION	(cont.a)		
	Activity Info	rmation	-		
			Activity Information	ON A: GENERAL INFORMATION (cont'd) Activity Information	to the control of the

Name of Propar	ne Suppli	er(s)				For Office Use -	Party No.
Primemax Ene	ergy Inc						
Street No.	Street N	ame / 911 Number / Address,	if applicable				
2558	Cedar Cr	eek Rd	and the second				
Town / City or T Ayr	ownship /	Country			Province Ontario		Postal Code NOB 1E0
Telephone No. Fax No. Contact Na			Contact Na	me			
519-740-8209 519-740-1015 Rod Recoski				е			
E-mail							
Primemax@prime	maxenergy	y.com					
Name of Propan	e Transp	orter. If same as above, ple	ase check bo	x. 🗸		For Office Use -	Party No.
Same As Above							
Street No.	Street No. Street Name / 911 Number / Address, if applicable						
Town / City or T	ownship /	Country			Province		Postal Code
Telephone No.		Fax No.	Contact Na	me			
E-mail			•				
		. Harrist Hills to Hills Head to the					
Off-site Cylinder	and/or I	Mobile Storage		Capacity stored off-site	, in USWG	For Office Use -	Party No.
Mobile (1 x 1,200 uswg and 1 x 2,400 uswg delivery truck) 3,600							
Street No. 3790	Street N Davidsor	ame / 911 Number / Address, n Road	if applicable				
Town / City or Tollowary	ownship /	Country			Province Ontario	Î	Postal Code K0H 1X0
Telephone No.		Fax No.	Contact Na	me			
613-542-8574			Wayne Cland	cy .			

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

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) Wayne Clancy	Official Title Owner/Operator	
Signature Wayne Clary	Telephone No. 613-542-8574	Sept 27/11



14th Floor - Centre Tower 3300 Bloor Street West Safety Authority
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 B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN

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

and describe their function, use and operation. 1 - Fusible Link - if propane trasnfer system is exposed to fire the link will melt and the tank valve will automatically close. 1 - Excess flow tank - will automatically close if propane flow exceeds maximum flow rate of 50 gallons per minute 1 - Excess flow valve at dispenser (In Line) - will automatically shut off the flow of propane if hose ruptures or becomes disconnected Maintenance and testing schedule for fire protection controls and devices. Annual third party inspection of extinguishers Annual tank inspection	Description of the maximum volume, types and storage location of other hazardous materials on site, if any. 2250 litre Diesel Storage
7 Dry chemical fire extinguishers in shop 1 Dry chemical fire extinguisher in the propane fill shed 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. 1 - Fusible Link - if propane trasnfer system is exposed to fire the link will melt and the tank valve will automatically close. 1 - Excess flow tank - will automatically close if propane flow exceeds maximum flow rate of 50 gallons per minute 1 - Excess flow valve at dispenser (In Line) - will automatically shut off the flow of propane if hose ruptures or becomes disconnected Maintenance and testing schedule for fire protection controls and devices. Annual third party inspection of extinguishers Annual tank inspection	1 x 500 USWG Propane tank for commercial building heating
7 Dry chemical fire extinguishers in shop 1 Dry chemical fire extinguisher in the propane fill shed 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. 1 - Fusible Link - if propane trasnfer system is exposed to fire the link will melt and the tank valve will automatically close. 1 - Excess flow tank - will automatically close if propane flow exceeds maximum flow rate of 50 gallons per minute 1 - Excess flow valve at dispenser (In Line) - will automatically shut off the flow of propane if hose ruptures or becomes disconnected Maintenance and testing schedule for fire protection controls and devices. Annual third party inspection of extinguishers Annual tank inspection	
7 Dry chemical fire extinguishers in shop 1 Dry chemical fire extinguisher in the propane fill shed 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. 1 - Fusible Link - if propane trasnfer system is exposed to fire the link will melt and the tank valve will automatically close. 1 - Excess flow tank - will automatically close if propane flow exceeds maximum flow rate of 50 gallons per minute 1 - Excess flow valve at dispenser (In Line) - will automatically shut off the flow of propane if hose ruptures or becomes disconnected Maintenance and testing schedule for fire protection controls and devices. Annual third party inspection of extinguishers Annual tank inspection	Description of the analysis are a supposed indicated on facility site man
1 Dry chemical fire extinguisher in the propane fill shed 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. 1 - Fusible Link - if propane trasnfer system is exposed to fire the link will melt and the tank valve will automatically close. 1 - Excess flow tank - will automatically close if propane flow exceeds maximum flow rate of 50 gallons per minute 1 - Excess flow valve at dispenser (In Line) - will automatically shut off the flow of propane if hose ruptures or becomes disconnected Maintenance and testing schedule for fire protection controls and devices. Annual third party inspection of extinguishers Annual tank inspection	
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. 1 - Fusible Link - if propane trasnfer system is exposed to fire the link will melt and the tank valve will automatically close. 1 - Excess flow tank - will automatically close if propane flow exceeds maximum flow rate of 50 gallons per minute 1 - Excess flow valve at dispenser (In Line) - will automatically shut off the flow of propane if hose ruptures or becomes disconnected Maintenance and testing schedule for fire protection controls and devices. Annual third party inspection of extinguishers Annual tank inspection	
and describe their function, use and operation. 1 - Fusible Link - if propane trasnfer system is exposed to fire the link will melt and the tank valve will automatically close. 1 - Excess flow tank - will automatically close if propane flow exceeds maximum flow rate of 50 gallons per minute 1 - Excess flow valve at dispenser (In Line) - will automatically shut off the flow of propane if hose ruptures or becomes disconnected Maintenance and testing schedule for fire protection controls and devices. Annual third party inspection of extinguishers Annual tank inspection	1 Dry chemical fire extinguisher in the propane fill shed
and describe their function, use and operation. 1 - Fusible Link - if propane trasnfer system is exposed to fire the link will melt and the tank valve will automatically close. 1 - Excess flow tank - will automatically close if propane flow exceeds maximum flow rate of 50 gallons per minute 1 - Excess flow valve at dispenser (In Line) - will automatically shut off the flow of propane if hose ruptures or becomes disconnected Maintenance and testing schedule for fire protection controls and devices. Annual third party inspection of extinguishers Annual tank inspection	
1 - Fusible Link - if propane trasnfer system is exposed to fire the link will melt and the tank valve will automatically close. 1 - Excess flow tank - will automatically close if propane flow exceeds maximum flow rate of 50 gallons per minute 1 - Excess flow valve at dispenser (In Line) - will automatically shut off the flow of propane if hose ruptures or becomes disconnected Maintenance and testing schedule for fire protection controls and devices. Annual third party inspection of extinguishers Annual tank inspection	List of fire protection controls (e.g., fire detection systems, fire notification systems, alarm systems, automatic shut off devices, fusible links, etc.)
1 - Fusible Link - if propane trasnfer system is exposed to fire the link will melt and the tank valve will automatically close. 1 - Excess flow tank - will automatically close if propane flow exceeds maximum flow rate of 50 gallons per minute 1 - Excess flow valve at dispenser (In Line) - will automatically shut off the flow of propane if hose ruptures or becomes disconnected Maintenance and testing schedule for fire protection controls and devices. Annual third party inspection of extinguishers Annual tank inspection	and describe their function, use and operation.
1 - Excess flow valve at dispenser (In Line) - will automatically shut off the flow of propane if hose ruptures or becomes disconnected Maintenance and testing schedule for fire protection controls and devices. Annual third party inspection of extinguishers Annual tank inspection	
Maintenance and testing schedule for fire protection controls and devices. Annual third party inspection of extinguishers Annual tank inspection	1 - Excess flow tank - will automatically close if propane flow exceeds maximum flow rate of 50 gallons per minute
Annual third party inspection of extinguishers Annual tank inspection	1 - Excess flow valve at dispenser (In Line) - will automatically shut off the flow of propane if hose ruptures or becomes disconnected
Annual third party inspection of extinguishers Annual tank inspection	
Annual tank inspection	perfection of the tenth of the
	Annual third party inspection of extinguisners
Inspection completed Daily by ROT holder	Annual tank inspection
WITE CONTROL OF THE PROPERTY O	Inspection completed Daily by ROT holder

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) Wayne Clancy	Official Title Owner/Operator		
Signature Warne Cleany	Telephone No. 613-542-8574	Date (dd-mm-yyyy) Sept 27/11	
FS 09195 (05/11) Page 4 of 15		•	



Technical Standards and Safety Authority Fax: 416.231.4903 www.tssa.org

14th Floor - Centre Tower 3300 Bloor Street West Toronto Ontario M8X 2X4

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

1. Contacts for Emergency Response

1. Facility Contact Personnel - Key	Contact	5. Facility 24-Hour Contact Per			
Name Howard Williams	For Office Use - Party No.	Name Hugh Harvey	F	or Office Use - Party No.	
Official Title Service Manager		Official Title Vice President	7		
Telephone No. 613-876-1697	Fax No. 613-542-3989	Cell No. 613-561-6032	Fax No. 613-542-3989	9	
E-mail None	9	E-mail None			
Role and responsibilities in emergency		Role and responsibilities in emerg	(
See Schedule 1-Supervisor Responsibil	ities for complete listing of	See Schedule 1-Supervisor Respon	sibilities for complete	listing of	
Roles and Responsibilities. 2. Facility Contact Personnel - Alt	ernate Contact	Roles and Responsibilities. 6. Name of Facility Manager			
Name	For Office Use - Party No.	Name	[F	or Office Use - Party No.	
Hugh Harvey	To office out Tary No.	Wayne Clancy			
Official Title	- 10 La	Official Title			
Vice President	Fay No.	Owner/Operator Telephone No.	Fax No.		
Telephone No. 613-389-9433	Fax No. 613-542-3989	613-561-6032	613-542-3989		
E-mail	, ,	E-mail			
None		None Role and responsibilities in emergency			
Role and responsibilities in emergency		Market Carrier Control			
Alternate Supervisor See Schedule 1-Su		See Schedule 1-Supervisor Responsibilities for complete listing of			
complete listing of Roles and Responsib	ilities	Roles and Responsibilities.			
3. Local Fire Services - Key Contact		7. Propane Supplier Key Contac		J Data No.	
Name	For Office Use - Party No.	Name		For Office Use - Party No.	
	16차 14시간 설치 1월 14일	Pod Pocockia			
Robert Kidd	E mail	Rod Recoskie	F-mail		
Robert Kidd Official Title	E-mail rkidd@cityofkingston.ca	Rod Recoskie Official Title Contact Primemax Energy Inc	E-mail Primemax@prim	nemaxenergy.com	
Robert Kidd Official Title Assistant Fire Chief Telephone No.	rkidd@cityofkingston.ca Fax No.	Official Title		nemaxenergy.com	
Robert Kidd Official Title Assistant Fire Chief	rkidd@cityofkingston.ca Fax No. 613-384-5233	Official Title Contact Primemax Energy Inc Telephone No.	Primemax@prim Fax No. 519-740-1015 ency	nemaxenergy.com	
Robert Kidd Official Title Assistant Fire Chief Telephone No. 613-548-4001 ext 5204 Role and responsibilities in emergency	rkidd@cityofkingston.ca Fax No. 613-384-5233	Official Title Contact Primemax Energy Inc Telephone No. 519-740-8209 Role and responsibilities in emerg	Primemax@prim Fax No. 519-740-1015 ency edule 1	nemaxenergy.com	
Robert Kidd Official Title Assistant Fire Chief Telephone No. 613-548-4001 ext 5204 Role and responsibilities in emergency Coordinating Emergency Response Fire Services Address	rkidd@cityofkingston.ca Fax No. 613-384-5233	Official Title Contact Primemax Energy Inc Telephone No. 519-740-8209 Role and responsibilities in emerg Activate ERAP if necessary - See Sch	Primemax@prim Fax No. 519-740-1015 ency edule 1		
Robert Kidd Official Title Assistant Fire Chief Telephone No. 613-548-4001 ext 5204 Role and responsibilities in emergency Coordinating Emergency Response Fire Services Address 500 O'Connor Drive, Kingston, Ontario, K7	rkidd@cityofkingston.ca Fax No. 613-384-5233	Official Title Contact Primemax Energy Inc Telephone No. 519-740-8209 Role and responsibilities in emerg Activate ERAP if necessary - See Sch Propane Supplier Address 2558 Cedar Creek Road, Ayr, Ontai	Primemax@prim Fax No. 519-740-1015 ency edule 1		
Robert Kidd Official Title Assistant Fire Chief Telephone No. 613-548-4001 ext 5204 Role and responsibilities in emergency Coordinating Emergency Response Fire Services Address 500 O'Connor Drive, Kingston, Ontario, K7 4. Local Fire Services - Alternate C Name	rkidd@cityofkingston.ca Fax No. 613-384-5233 P 1N3 ontact	Official Title Contact Primemax Energy Inc Telephone No. 519-740-8209 Role and responsibilities in emerg Activate ERAP if necessary - See Sch Propane Supplier Address 2558 Cedar Creek Road, Ayr, Ontal 8. Municipal Contact Name	Primemax@prim Fax No. 519-740-1015 ency edule 1	nemaxenergy.com	
Robert Kidd Official Title Assistant Fire Chief Telephone No. 613-548-4001 ext 5204 Role and responsibilities in emergency Coordinating Emergency Response Fire Services Address 500 O'Connor Drive, Kingston, Ontario, K7 4. Local Fire Services - Alternate C Name Greg Robinson Official Title Chief Executive Officer Telephone No.	rkidd@cityofkingston.ca Fax No. 613-384-5233 P 1N3 ontact For Office Use - Party No. E-mail	Official Title Contact Primemax Energy Inc Telephone No. 519-740-8209 Role and responsibilities in emerg Activate ERAP if necessary - See Sch Propane Supplier Address 2558 Cedar Creek Road, Ayr, Ontal 8. Municipal Contact Name John Bolognone Official Title	Primemax@prim Fax No. 519-740-1015 ency edule 1		
Robert Kidd Official Title Assistant Fire Chief Telephone No. 613-548-4001 ext 5204 Role and responsibilities in emergency Coordinating Emergency Response Fire Services Address 500 O'Connor Drive, Kingston, Ontario, K7 4. Local Fire Services - Alternate C Name Greg Robinson Official Title Chief Executive Officer	rkidd@cityofkingston.ca Fax No. 613-384-5233 P 1N3 ontact For Office Use - Party No. E-mail grobinson@cityofkingston.ca Fax No. 613-384-5233	Official Title Contact Primemax Energy Inc Telephone No. 519-740-8209 Role and responsibilities in emerg Activate ERAP if necessary - See Sch Propane Supplier Address 2558 Cedar Creek Road, Ayr, Ontal 8. Municipal Contact Name John Bolognone Official Title Clerk Telephone No.	Primemax@prim Fax No. 519-740-1015 ency edule 1 rio, N0B 1E0 Fax No.		
Robert Kidd Official Title Assistant Fire Chief Telephone No. 613-548-4001 ext 5204 Role and responsibilities in emergency Coordinating Emergency Response Fire Services Address 500 O'Connor Drive, Kingston, Ontario, K7 4. Local Fire Services - Alternate C Name Greg Robinson Official Title Chief Executive Officer Telephone No. 613-548-4001 ext 5156 Role and responsibilities in emergency	rkidd@cityofkingston.ca Fax No. 613-384-5233 P 1N3 ontact For Office Use - Party No. E-mail grobinson@cityofkingston.ca Fax No. 613-384-5233	Official Title Contact Primemax Energy Inc Telephone No. 519-740-8209 Role and responsibilities in emerg Activate ERAP if necessary - See Sch Propane Supplier Address 2558 Cedar Creek Road, Ayr, Ontai 8. Municipal Contact Name John Bolognone Official Title Clerk Telephone No. 613-546-4291 ext 1247 E-mail	Primemax@prim Fax No. 519-740-1015 ency edule 1 rio, N0B 1E0 Fax No.		

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) Wayne Clancy/	Official Title Owner/Operator		
Signature Varye Claury	Telephone No. 613-542-8574	Date (dd-mm-yyyy)	

FS 09195 (05/11) Page 5 of 15



14th Floor - Centre Tower 3300 Bloor Street West Safety Authority
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 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. N/A
N/A

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)	Official Title	
Wayne Clancy	Owner/Operator	
Signature Wayne Clary	Telephone No. 613-542-8574	Date (dd-mm-yyyy) Sept 27/11

FS 09195 (05/11) Page 6 of 15



14th Floor - Centre Tower 3300 Bloor Street West Safety Authority
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 B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd)

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

Training on Emergency Res	sponse Plan and Procedures provided to facility key contacts.
Training Date (dd-mm-yyyy)	Print Name of Training Provider: Beatty Petroleum Consulting Inc.
08-09-2011	Print Name of Instructor: Alex Beatty
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 Em	ergency Management Procedures provided to staff.
Training Date (dd-mm-yyyy)	Print Name of Training Provider: CF Petro Pro
15-09-2011	Print Name of Instructor: Howard Williams
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 pro	vided to certificate holders / persons with Records of Training.
Training Date (dd-mm-yyyy)	Print Name of Training Provider: CF Petro Pro
15-09-2011	Print Name of Instructor: Howard Williams
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:

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)	Official Title	
Wayne Clancy	Owner/Operator	
Signature Warne Clary	Telephone No. 613-542-8574	Date (dd-mm-yyyy) Sept 27/11
FS 09195 (05/11) Page 7 of 15		



14th Floor - Centre Tower 3300 Bloor Street West Safety Authority
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 B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd)

4. Emergency Training Plan for Coming Year

Training on Emergency Re	esponse Plan and Procedures provided to facility key contacts.
Target Date (dd-mm-yyyy)	Print Name of Training Provider: CF Petro Pro
08-09-2012	Print Name of Instructor: Howard Williams
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 En	nergency Management Procedures provided to staff.
Target Date (dd-mm-yyyy)	Print Name of Training Provider: CF Petro Pro
15-09-2012	Print Name of Instructor: Howard Williams
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 pr	ovided to certificate holders / persons with Records of Training.
Target Date (dd-mm-yyyy)	Print Name of Training Provider: CF Petro Pro
15-09-2012	Print Name of Instructor: Howard Williams
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:

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)	Official Title	
Wayne Clancy	Owner/Operator	
Signature Waryne Clary	Telephone No. 613-542-8574	Date (dd-mm-yyyy) Syx 27/11
S 09195 (05/11) Page 8 of 15		, ,



14th Floor - Centre Tower 3300 Bloor Street West Safety Authority
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

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). See Schedule 1
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). See Schedule 1
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). See Schedule 1
Describe provisions for fire department entry when there are no operations or staffing at the propane site. Tank compound is locked with a chain and padlock. Fire services have bolt cutters as part of their necessary equipment to remove padlock.
Describe how the licence holder will ensure continual flow of updated information to authorities. See Schedule 1 - Supervisor Responsibilities
How long will it take the facility liaison person to respond to the site. Wayne Clancy - 15 Minutes
Hugh Harvey - 30 Minutes
Howard Williams - 10 Minutes

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) Wayne Clancy	Official Title Owner/Operator	
Signature Warne Clarry	Telephone No. 613-542-8574	Date (dd-mm-yyyy) Sept 27/11

FS 09195 (05/11) Page 9 of 15



FS 09195 (05/11) Page 10 of 15

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

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 No Yes Does the propane location have controlled access to limit unnecessary risk and entry (lock out procedures)? Is there adequate night lighting at the site? 2 Are procedures in place that ensure access routes, aisles, storage area, filling areas 3 and the grounds are kept clear from unwanted materials? 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? Does the facility have procedures that include a process to isolate and purge any overfilled propane cylinders? Are weighing systems validated for accuracy? Are storage areas clearly marked with the vessels' capacity status (i.e., filled, empty, 7. purged and other hazardous materials)? Are quality assurance procedures in place to ensure that all valves are closed after the propane cylinders are filled?(e.g., QCC valves) Is the schedule of maintenance and testing activities retained on site? 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 Is a pressurized water system available at the propane facility site? 1. Can the municipal fire department pump 375 GPM (1420 LPM) of water at this 2 location? What is the unobstructed distance to the closest water supply that could be used for 29 m firefighting activities? (distance in metres only) What is the unobstructed distance to the closest approved water supply with year 1300 m round access if there are no hydrants? (distance in metres only)

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) Wayne Clancy	Official Title Owner/Operator	
Signature Waryne Clarry	Telephone No. 613-542-8574	Date (dd-mm-yyyy) Seft 27/11



14th Floor - Centre Tower 3300 Bloor Street West Safety Authority
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 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 Has the local fire service had an opportunity to review the Emergency Response and Preparedness Plan? If not, please explain (e.g., no fire services).				
Fire services comments, if any:				
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:				
LOCAL FIRE SERVICES				
The undersigned has reviewed Section B of the Risk and Safety Management Plan Fire Services.				
Print name Post 27 Kingston Fine of Mesone Print name Signature Date Assistant CHIEF As	(dd-mm-yyyy) b-10-201/)			
Kingston in Thesan				

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) Wayne Clancy	Official Title Owner/Operator			
Signature Waryne Clary	Telephone No. 613-542-8574	Date (dd-mm-yyyy) Sept 27/11		

FS 09195 (05/11) Page 11 of 15



Technical Standards and Safety Authority Fax: 416.231.4903 www.tssa.org

14th Floor - Centre Tower 3300 Bloor Street West Toronto Ontario M8X2X4 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

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:

- The storage location of fixed, portable, and mobile vessels.
- The maximum volume, types and storage location of hazardous materials.
- Location of permanent structures on site. 3.
- Access and egress points and location of barriers.
- 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.
- 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:

- The capacity and placement of the single largest propane storage vessel, including its setback from the front, rear and side property lines.
- GPS co-ordinates of the single largest vessel.
- 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.
- 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-m 30-08-2011	ım-yyyy)	Capacity of single largest propane storagevessel (USWG) 5000 USWG				USWG)
Tank setback coordinates.	Indicate placem				.,	
Front:	116'	35-36	Right side property line: _	34'	10.36	
Rear:	97'	29.57	Left side property line:	215'	65.53	
GPS coordinates of single	largest vessel:	44°19`09.09" N	76°30`08.55" W			

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

Thereby declare that the information	mave given here is true and complet	
Name of person completing this form (please print)	Official Title	
Wayne Clancy	Owner/Operator	
Signature / /	Telephone No.	Date (dd-mm-yyyy)
Wayne Clary	613-542-8574	Sept 27/4

FS 09195 (05/11) Page 12 of 15

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:

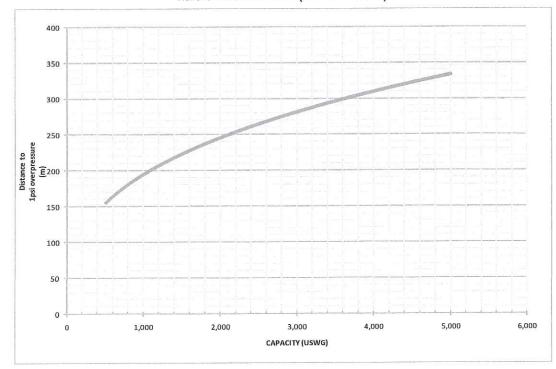
Density of Propane is 0.5033 kg per litre @ 15 C

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)





 Technical
 14th Floor - Centre Tower

 Standards and
 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

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")		
	AND Name and Address of Closest Building of Feature	0	1	2-10	11+	Feature	
Name:	buildings or parks or golf courses Shannon Park 2400 Perth Road Glenburnie Province Ontario Postal Code KOH 1S0			2		<u>74</u> m	
Residentia Name: Addres City:	al building units specifically permanent single family dwellings, condominiums, and apartments.				51	57 m	
Name:	al building units specifically retail, restaurants, entertainment, theatres, and sporting complexes. Shannon's Garage 2429 Perth Road Glenburnie Province Ontario Postal Code K0H 1S0		247	3		<u>96</u> m	
Name:	al building units – continuous occupancy specifically hotels, campgrounds, and resorts. None Province Province Postal Code	x				m	
ACCORDANGE AND	institutions specifically hospitals, schools and day cares, nursing and retirement homes, mental health s, and prisons. None ProvincePostal Code	X				o m	
Name:	y responders specifically fire stations, ambulance stations, and police stations. City of Kingston Station 8 1485 Unity Road Glenburnie Province Ontario Postal Code KOH 1SO		1			37 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)	Official Title			
Wayne Clancy	Owner/Operator			
Signature Warne Clarry	Telephone No. 613-542-8574	Date (dd-mm-yyyy) Sept 27/11		
FS 09195 (05/11) Page 14 of 15				



 Technical
 14th Floor - Centre Tower

 Standards and
 3300 Bloor Street West

 Toronto Ontario M8X 2X4
 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

WORKSHEET

Portable Storage Additional Information Worksheet

Cylinder Size	Capacity in USWG	Quantity	Total Volume in USWG
# 420	123.9	0	
# 100	29.5	7	206.5
# 40	11.75	5	58.75
# 33.3	9.62	5	48.1
# 30	8.8	5	44
# 20	5.8	20	116
# 10	2.9	0	0
# 5	1.5	0	0
I Cylinder Capacity		42	473.35 USWG

Tanks Stored On-site Not Connected for Use

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

Total Cylinder Capacity	473.35 USWG
Total Tank Capacity	0
Total Portable Capacity (Total Cylinder Capacity + Total Tank Capacity)	473.35 USWG

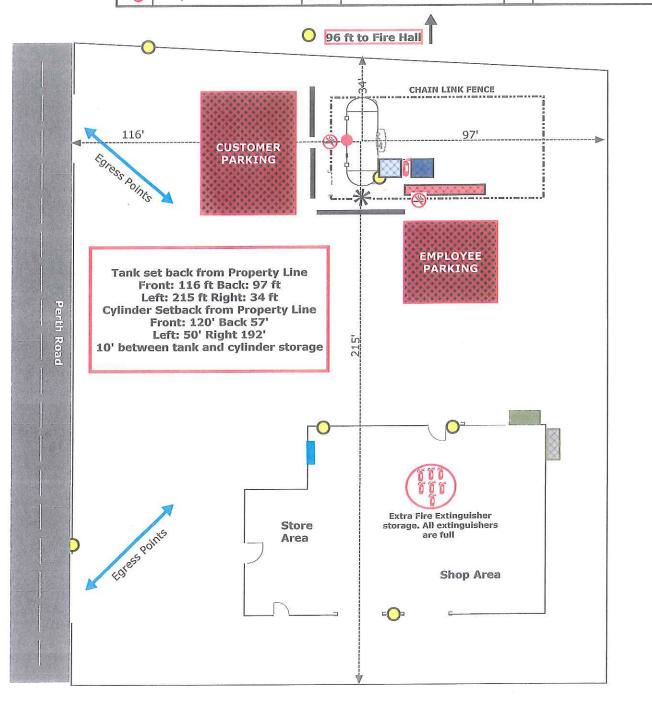
333 METER RADIUS MAP CF PETRO PRO 2408 PERTH RD. GLENBURNIE, ONTARIO

GLI	ENBURNIE, ONTARIO
C Commercial	
ER Responder (Fire Station)	
I Industrial	2
Residential	
The second secon	CONTRACTOR CONTRACTOR
C 100°a	C - GR - GastimorpPi- 10 R 23E Meter Radius Anannon Rark Marinos Count George Image C 2011 Olgidaloloba A 1900 601 N 156- 207 261 W elsy 120 m Eye alt 1 32 34
Unity Road Perth Road Location	Property Line Cashman Place Wagner Street 2408 Perth Rd. Glenburnie, Ontario K0H
Location	180
Prepared /	30 Aug 2011
Largest Tank	5000 USWG Horizontal Propane Tank
Tank Set Backs	Front = 116' / Back = 97'
	Left = 215' / Right = 34'
Radius	333 Metre Radius
GPS Coordinates	44°19`09.09" N 76°30`08.55" W
Municipality	City Of Kingston
Clerk	John Bolognone
Address City of Kingston, 216 Ontario Street. Kingston, Ontario, K7L 2Z3	
Phone 613-546-4291 ext 1247 613-546-5232	

W E

SITE MAP - CF PETRO PRO 2408 Perth Road GLENBURNIE, ONTARIO

0	Lights		Electrical Cut Off	Propane Cylinders Empty
6	Fire Extinguishers	0.03	500 USWG Diesel Tank	Propane Cylinders Full Max. 7 x 100 lbs.
(2)	No Smoking Signs		500 USWG Propane Tank	5 x 40 lbs.
*	Emerg. Contact Sign	***	Propane Dispenser and Shed	5 x 33.3 lbs. 5 x 30 lbs.
	E-Stop Button		Vehicle Barriers	116 x 20 lbs.



SCHEDULE 1

NAME:	EMERGENCY RESPONSE PLAN POLICY AND PROCEDURES
PURPOSE:	To provide all staff with the required actions and responsibilities that will be required for any emergency situation, so that in the event of any emergency situation personnel safety is considered the number one priority.
DATE:	18 Sept 2011
PROCEDURES:	A good way to remember how to properly assess an emergency situation is to think of PPE: P= People P=Property E= Environment P: Always think of a person's safety first, whether it is your personal safety or the safety of those around you; always start to assess an emergency by ensuring that all people are safe! P: Property is second, because quite often people are associated with property. A building or house can have people inside that are not visible from the outside. E: Environment is third because we can clean up the environment and even though in some cases it may be costly; it is not as costly as losing a human life!
FIRE EXTINGUISHER TRAINING ACRONYM FOR P.A.S.S	 Only attempt to use a fire extinguisher if you can do so without placing yourself at unnecessary risk! Evacuate all persons off site prior to using a fire extinguisher. PRIOR TO USING A FIRE EXTINGUISHER ALWAYS CALL 911 FIRST! Remove the extinguisher from the holder Approach the fire with the wind at your back so the flames and smoke are going away from you. As you approach the fire, think of the acronym P.A.S.S. Pull – The pin from the handle, breaking the plastic clamp Aim – The nozzle towards the base of the fire Squeeze – The handle to discharge the dry chemical Sweep – From side to side, at the base of the fire until the fire is extinguished, or there is no more agent "dry chemical"

	After an extinguisher had been discharged, even if only partially discharged it must be re-charged by a professional fire extinguisher company/person. Remember: Do not use a Fire extinguisher to extinguish propane fed fires. To
	extinguish a propane fire: SHUT OFF THE PROPANE SUPPLY IF IT IS SAFE TO DO SO!
ALL STAFF:	Upon noticing a fire or a leak of propane shouts "FIRE, FIRE, FIRE" (even if this is a leak or some other emergency situation. This is your verbal emergency notice.) 1. Upon hearing "fire, fire, fire" all staff must immediately ensure that all persons (customers and staff) are evacuated from the building and yard, and proceed to the muster point at Shannon's Garage 2429 Perth Rd. 2. Call 9-1-1 3. A head count will follow to ensure that everyone is off site. 4. Contact or call your supervisor — Howard Williams (a) cell # 619-561-6036 to notify him/her of the emergency. 5. If fire or leak is severe or escalating, consider evacuating all persons to the Glenhaven Cemetary 2563 Division St. Knock on doors of nearest neighbours to advise them that there is a situation with the propane tank and that you are evacuating the area. You cannot tell them to leave their homes, but you can advise them of the situation. 6. Do not return to the building or yard until emergency personnel have given the all clear to return.
PROPANE R.O.T.	Upon noticing a fire or a leak of propane shouts "FIRE, FIRE,
HOLDER	FIRE" (even if this is a leak or some other emergency situation. This
RESPONSIBILITES:	 Upon hearing "Fire, Fire, Fire" the R.O.T. holder must immediately ensure that all persons (customers and staff) are evacuated from the buildings and yard, and have proceeded to the muster point at Shannon's Garage 2429 Perth Rd. If there is a fire that is being fed by propane, do not attempt to extinguisher the fire, but if it is safe to do so, shut-off the supply of propane that is feeding the fire. There are several ways to shut-off the propane at the tank: The regular ON/OFF switch can be turned to the OFF position. If you are not able to safely get to the ON/OFF switch, then; There is a remote emergency shut-off switch located at the base of the tank. If you are not able to safely get to the remote emergency switch, then; There is also one remote Emergency Shut-off breaker

switch in the front show room.

that shuts off electrical power only, then:

d) Evacuate yourself from the yard.

- 3. Call 911. Even if you think this is a small type of fire or leak, it is better to have emergency people responding and send them away if they are not needed, than to need them and not have them on site!
- 4. Contact or call your supervisor <u>Howard Williams (a) cell #</u> 619-561-6036 to notify him of the emergency.
- 5. If fire or leak is severe or escalating, consider evacuating all persons to the Glenhaven Cemetary 2563 Division St. Knock on doors of nearest neighbours to advise them that there is a situation with the propane tank and that you are evacuating the area. You cannot tell them to leave their homes, but you can advise them of the situation.
- 6. Do not return to the building or yard until emergency personnel have given the all clear to return.
- 7. If your supervisor is not on site, be prepared to:
 - a. liaison with the Fire Department or other first responders.

SUPERVISOR RESPONSIBILITIES:

Upon noticing a fire or a leak of propane shouts "FIRE, FIRE, FIRE" (even if this is a leak or some other emergency situation. This is your verbal emergency notice.)

If the supervisor is on site then he/she follows the same procedures as the R.O.T. holder plus the supervisor will continue with the emergency plan starting at 3. below.

If the supervisor is off site and receives a call stating that there is an emergency then the supervisor shall:

- 8. Ensure that all the steps above have been followed. If they have not been followed, provide clear direction to:
- a) Evacuate the premises.
- b) Stop the flow of product if it is safe to do so. (This step is skipped if the person calling the supervisor is not an R.O.T. holder)
- c) Call 911.
- d) Proceed immediately to the site.
- 9. Upon arrival the supervisor shall ensure that all persons are safe.
- 10. Communicate with any first responders that have arrived on site. If no first responders are on site, set up a command post at <u>Shannon's Garage 2429 Perth Rd</u> until the first responder arrives.
- 11. If fire or leak is severe or escalating, consider evacuating all persons to the Glenhaven Cemetary 2563 Division St.
 Knock on doors of nearest neighbours to advise them that there is a situation with the propane tank and that you are

	evacuating the area. You cannot tell them to leave their homes, but you can advise them of the situation. 12. When emergency personnel arrive, remain in contact with them and provide updates and assistance as required. 13. If additional resources are required, contact Primemax
SUPPLIER RESPONSIBILITIES:	Upon being notified of an emergency situation at CF Petro Pro. 2408 Perth St. Glenburnie, Ont you shall determine from the nature of the call if you should select one or all of the options noted below: Send staff to the site to assist. Follow the Emergency Response Assistance Plan (ERAP) policy and procedures to activate the plan and proceed to the site. If the CF Petro Pro. 2408 Perth St. Glenburnie, Ont supervisor is not available to attend to the site, then you or your staff must be dispatched immediately to assist in any way possible. Notify ERAP Response Centre when situation is over.

I have been trained on the above policy and procedures and will comply with all of the above.

PRINT NAME

PRINT NAME

PRINT NAME

PRINT NAME

SIGNATURE

DATE TRAINED

SCHEDULE 2

IN THE EVENT OF AN EMERGENCY SITUATION YOU MUST:



SUPPLIER: <u>PRIMEMAX</u> CONTACT NAME: <u>ROD RECOSKIE</u> PHONE: <u>(519)</u> 740-8209

> ERAP PHONE# 1-800-265-0212

ERAP ACTIVATION # ERP2-0010-291

ALTERNATE SUPERVISOR

NAME: <u>WAYNE CLANCY</u> PHONE: <u>(613)</u> 542-8574

CELL: (613) 561-3032

If Required Call TSSA

Phone (877)682-8772