



The Corporation of the City of Barrie
Waste Management and Environmental Sustainability
272 Ferndale Drive North, Barrie, Ontario, L4M 7X7
Telephone: 705 739 4220 ext. 4796
Email: sourcewater@barrie.ca
Fax: 705 739 4251

Risk Management Plan for:

<LEGAL BUSINESS NAME>< OPERATING AS>

Address:

<BUSINESS ADDRESS>

Developed to Address the Risks Associated with:

The <Threat>

***Regulated activities commonly associated with Industrial Activities include:**

The storage of hazardous or liquid industrial waste

The handling and storage of fuel

The handling and storage of dense non-aqueous phase liquid (DNAPL)

The handling and storage of organic solvents

Risk Management Plan No: <XX-XXX>

Version: #

Please Note: For the purposes of this document; the terms “chemicals” and “chemical wastes” are to be interpreted as any chemical or chemical waste that contains, may contain, or may break down into a dense non-aqueous phase liquid (DNAPL) or organic solvents identified in the Clean Water Act, 2006 – Tables of Drinking Water Threats.



Risk Management Plan <XX-XXX> <V#> will come into effect on the date it is signed by the Risk Management Official.

Risk Management Plan <XX-XXX> <V#> will expire 5 years from the date signed by the RMO (the Expiry Date). Notwithstanding the foregoing, Risk Management Plan <XX-XXX> <V#> shall be deemed to remain in force and effect following the Expiry Date until such time as the Owner enters into a new Risk Management Plan, at which point Risk Management Plan <XX-XXX> <V#> will expire and no longer be of force and effect.

The City of Barrie is governed by Ontario's Municipal Freedom of Information and Protection of Privacy Act ("MFIPPA") and information submitted to the City may be subject to disclosure under MFIPPA.

This Risk Management Plan does not in any way suggest that there is or has been compliance with any other applicable legislation and regulations that may apply to this facility. It is, and remains, the responsibility of the owner and/or the operator to ensure compliance with all legislative and regulatory requirements



Section One – Legality:

WHEREAS The Clean Water Act, 2006 identifies **<THREAT(S)>** as a significant drinking water threats within the Wellhead Protection Area **<WHPA ZONE A, B, C and/or D>**, for the wells located within the **<WELL FIELD>** of Barrie, Ontario;

AND WHEREAS policy number **<POLICY NUMBER(S)>** in the South Georgian Bay Lake Simcoe Source Protection Plan designates **<THREAT(S)>** for Section 58 of the Clean Water Act, 2006, requiring a Risk Management Plan where the activity would be a significant drinking water threat.

AND WHEREAS the designates **<THREAT(S)>** is occurring and/or may occur in the future at **<BUSINESS NAME>** located within the Wellhead Protection Area **<WHPA ZONE A, B, C and/or D>**, within the **<WELL FIELD>** of Barrie, Ontario.

NOW THEREFORE THE PARTIES HEREBY AGREE AS FOLLOWS:

1. **<BUSINESS NAME>** certifies that the information provided in preparation of this Risk Management Plan is true and complete and will provide any further information that may be required on request;
2. **<BUSINESS NAME>** agrees to continue engaging in all of the Current Risk Management Measures listed in Section **Two**;
3. The **<BUSINESS NAME>** agrees to implement all of the Additional Risk Management Measures listed in Section **Two** by the specified implementation dates;
4. **<BUSINESS NAME>** understands that they are solely responsible for implementing the Additional Risk Management Measures listed in Section **Two**, including any costs that may be incurred;
5. **<BUSINESS NAME>** understands that failure to comply with all the requirements of Risk Management Plan **<XX-XXX> <V#>** may result in action by the Risk Management Official or Risk Management Inspector;
6. **<BUSINESS NAME>** acknowledges that this plan cannot be transferred to another person or company engaged (or proposing to engage in the activity at the location), without the written consent of the Risk Management Official;
7. **<BUSINESS NAME>** acknowledges that Risk Management Plan **<XX-XXX> <V#>** may be subject to the inclusion of Additional Risk Management Measures upon expiration and renewal, and/or revision, in order to stay current with best management practices that pertain to the activities addressed by Risk Management Plan **<XX-XXX> <V#>**, and;
8. **<BUSINESS NAME>** will, upon reasonable notice, permit the Risk Management Inspector access to the facility for inspection purposes.



I, <NAME OF SIGNING AUTHORITY>,

- a) Possess the authority to bind <BUSINESS NAME>, located at <BUSINESS ADDRESS> and to the content of Risk Management Plan <XX-XXX> <V#>, and;
- b) Have read and understand Risk Management Plan <XX-XXX> <V#> in its entirety and agree to not engage in the activity to which this Plan relates at this location except in accordance with Risk Management Plan <XX-XXX> <V#>.

Authorized Signing Officer Name	Authorized Signing Officer Signature	Date (YYYY-MM-DD)
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This Risk Management Plan has been agreed to under the authority of the Risk Management Official appointed by the Corporation of the City of Barrie. This Risk Management Plan was developed in accordance with and reflects the current requirements of the South Georgian Bay Lake Simcoe Source Protection Plan, Ontario Regulation 287/07, and the Clean Water Act, 2006.

Risk Management Official Name	Risk Management Official Signature	Date (YYYY-MM-DD)
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Section Two - Risk Management Measures:

Based on the findings of the Site visit that took place on <INSPECTION DATE>; the following Risk Management Measures are required at <BUSINESS NAME> to mitigate risks associated with <THREAT(S)> i.e. Waste Disposal Site, the handling and storage of a dense non-aqueous phase liquid (DNAPL) and the handling and storage of organic solvents:

	Measure	Implementation Date
Material Tracking	An up-to-date Safety Data Sheet (SDS) library shall be maintained at the site for all chemicals (digital or hard copy). The SDS library shall be reviewed and updated annually, or as new chemicals are received.	*Applied to all Risk Management Measures Status will either be "Implemented" or provided an appropriate implementation date.
	An accurate and up-to-date inventory i.e. electronic, shall be maintained for bulk storage tanks at the site. Smaller incidental volume containers are ordered as required.	
	All chemical containers shall be labelled in accordance with pertinent legislative and regulatory requirements.	
	Waste invoices (manifests) for all chemical wastes that are generated and removed from the site according to RPRA policies shall be retained (digital or hard copy) for the life of Risk Management Plan <XX-XXX> <V#>.	
Liquid Industrial Waste Storage	All liquid industrial wastes shall be stored within caged totes.	
	All liquid industrial wastes shall be stored within a covered structure on an impermeable pad.	
	All liquid industrial wastes shall be stored above grade.	
	All liquid industrial wastes shall be stored in accordance with all applicable legislative and regulatory requirements.	
Liquid Industrial	All liquid industrial wastes shall be handled within a covered structure on an impermeable pad.	



Waste Handling	All liquid industrial wastes shall be handled in accordance with all applicable legislative and regulatory requirements.	
DNAPL & Organic Solvent Storage	Chemicals shall be stored in the original packaging in which they were purchased (whenever possible).	
	All chemical, chemical wastes and empty chemical containers shall be stored indoors and, in locations that minimize the risk of spills due to collisions with vehicles, equipment, or other hazards.	
	Small quantities of flammable products shall be stored indoors in fireproof cabinets in various production areas.	
	Chemicals shall be stored above grade and as close to ground level as possible.	
	Where practical, storage areas should be located away from floor drains and cracks, or any other potential transport pathways to groundwater.	
DNAPL & Organic Solvent Handling	Written policies shall be in place that describe how chemicals and chemical waste are to be handled on site.	
	Chemicals shall be handled in an area where the effects of a spill are easily mitigated and contained (i.e. all work areas have impermeable floors).	
	Chemical containers are securely closed when not in use.	
Operational Practices	Good housekeeping procedures shall be in place for all chemical and chemical waste storage areas.	
	Proactive clean-up of chemical storage and handling areas shall occur; any expired chemical products shall be disposed of in accordance with applicable regulatory requirements.	
	Alternative, less hazardous chemical products are used whenever possible.	
	Chemicals containers shall be replaced if evidence of excessive aging or damage is apparent.	
	Organic solvents shall not be stored on Site in quantities greater than 250 liters and shall be stored above grade.	



	<p>Only authorized personnel shall have access to the handling and storage areas for liquid industrial waste and chemicals.</p>	
	<p>Chemical wastes and chemical containers shall be removed from the site by provincially (MECP) approved hauler and/or disposed of appropriately in accordance with all applicable regulatory requirements.</p>	
	<p>An annual clean-up of chemical storage and handling areas shall be completed. Any unutilized/underutilized chemical products should be disposed of as needed in accordance with applicable regulatory requirements.</p>	
	<p>In the event of a closure where chemicals will continue to be stored at <BUSINESS NAME> of <SHORT ADDRESS>, ON:</p> <ul style="list-style-type: none"> • Regular inspections are required to ensure the integrity of chemical storage areas • Ambient heat shall be maintained if necessary • The facility Spill Response Plan shall be enacted upon discovery of a spill <p>Chemicals shall be removed from the site if the above conditions cannot be met.</p>	
<p>Spill Prevention and Contingency</p>	<p>A completed version of the Spill Response Plan for <BUSINESS NAME>, outlined in <APPENDIX #>, shall be maintained in the administrative area of the facility at all times</p> <p>The spills response procedure, outlined on Page 2 of the Spill Response Plan, along with emergency contacts shall be posted <LOCATION(S)>.</p>	
	<p>All spill kits at the Site shall be clearly labeled with appropriate signage and spill response procedure.</p>	
	<p>Contaminated absorbent materials used for spill clean-up shall be disposed of appropriately based on the chemical that was spilled.</p>	
<p>Inspections</p>	<p>Regular visual inspections shall be completed to ensure chemical, chemical waste, liquid industrial waste and organic solvents products and their storage areas are in good repair and there are no spills or leaks. Logs of these inspections shall be maintained and filed.</p>	



	Equipment involved in the handling and storage of chemicals shall be inspected monthly, logs of inspections shall be retained (digital or hard copy) for the life of Risk Management Plan <XX-XXX> <V#>.	
Training	Applicable staff shall be trained on the current equipment or when new equipment is introduced at the site that is utilized in the handling and storage of chemicals and chemical waste; logs of training events are maintained and filed for the active life of Risk Management Plan <XX-XXX> <V#>.	
	Responsible staff shall be trained on how to efficiently use chemicals at the Site in order to reduce the amount of hazardous or industrial wastes produced at the Site; logs of training events are maintained and filed for the active life of Risk Management Plan <XX-XXX> <V#>.	
	Staff shall be provided with Workplace Hazardous Material Information System (WHMIS) training in accordance with applicable regulatory and legislative requirements.	

Section Three - Communication & Risk Management Plan Training Requirements:
<p>Communication:</p> <ul style="list-style-type: none"> ▪ The person/corporation engaged in the activity shall communicate the contents of the Risk Management Plan to all personnel at the site. ▪ The person/corporation engaged in the activity shall take all reasonable actions to ensure all personnel comply with the requirements of the Risk Management Plan.
<p>Risk Management Plan Training:</p> <ul style="list-style-type: none"> ▪ The person/corporation engaged in the activity shall provide all personnel at the Site with annual training regarding Sections Two, and Appendices One, Five, and Six of the Risk Management Plan. Logs these training events are to be maintained and filed. ▪ The person/corporation engaged in the activity shall provide all personnel at the Site with an additional training event should the Risk Management Plan ever be revised or updated after the annual training was provided to all personnel at the Site. Logs these training events are to be maintained and filed.



Section Four - Monitoring, Reporting & Record Retention Requirements:

Monitoring:

- The Site is subject to periodic inspections and monitoring by the City of Barrie’s Risk Management Inspector to ensure compliance with the Risk Management Plan.
- The person/corporation engaged in the activity shall continuously monitor the activity to which the plan relates to ensure that the measures contained within the Risk Management Plan are being performed in accordance with the plan.

Reporting:

- The person/corporation engaged in the activity shall report to the Risk Management Official any contraventions, accidental or intentional, that occur at the Site in regard to the measures identified in the Risk Management Plan.
- The person/corporation engaged in the activity shall report to the Risk Management Official if there is a change at the site that could result in a significant drinking water threat.
- The person/corporation engaged in the activity shall report to the Risk Management Official any changes at the Site that may cause the information within the Risk Management Plan to no longer be current.
- The person/corporation engaged in the activity shall report to the Risk Management Official if the business/facility is sold, closed or moved location. The report shall be within one month of the occurrence.
- The person/corporation engaged in the activity shall contact the Risk Management Official no less than 120 days prior to the expiration of the Risk Management Plan to initiate the renewal process.

Record Retention:

- The person/corporation engaged in the activity must retain all records and documentation that pertain to the Risk Management Plan and all measures identified within for the active life of the Risk Management Plan; unless otherwise notified by the Risk Management Official or Risk Management Inspector.



Section Five - Appendices:

- Appendix 1 - Site Map for <BUSINESS NAME> located at <BUSINESS ADDRESS>
- Appendix 2 - Chemical Handling & Storage Screening Form for <BUSINESS NAME> located at <BUSINESS ADDRESS>
- Appendix 3 - Site Inspection Photos on <INSPECTION DATE>, for <BUSINESS NAME> located at <BUSINESS ADDRESS>
- Appendix 4 - Source Water Protection Information and Applicable Source Protection Plan Policies for <BUSINESS NAME> located at <BUSINESS ADDRESS>
- Appendix 5 - <BUSINESS NAME> Spill Response Plan located at <BUSINESS ADDRESS>
- Appendix 6 - Source Water Protection Primer & Training Log for <BUSINESS NAME> located at <BUSINESS ADDRESS>