



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](mailto: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 Winter Maintenance Activities

include:

The application of road salt

The handling and storage of road salt

The storage of snow

**Risk Management Plan No:** <XX-XXX>

**Version:** #



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. the application of road salt, the handling and storage of road salt, and the storage of snow:

	Measure	Implementation Date
<b>Material Tracking</b>	Regular inventory is maintained for all road salt products, handled and stored at the site.	*Applied to all Risk Management Measures  Status will either be "Implemented" or provided an appropriate implementation date.
	An accurate MSDS/SDS library is maintained for all road salt products, handled or stored on site.	
<b>Snow Storage</b>	Snow shall not be stored within the WHPA-A. The Site has designated snow storage areas outlined in Appendix 1.	
	Snow storage locations shall: <ul style="list-style-type: none"> <li>• Not be located within the WHPA-A or shall not exceed 0.01 hectares (100 square meters)</li> <li>• Direct drainage away from source Protection Vulnerable Areas i.e., Issues contributing area</li> <li>• Be located along down gradient edges of the parking lot</li> <li>• Located so that meltwater is directed away from high traffic areas to catch basins or infiltration features (not located in vulnerable areas)</li> <li>• Optimized to reduce melt water refreezing and creating hazardous conditions</li> </ul>	
	If snow is to be removed from the site, it shall not be disposed of at a location within 100 meters of a City of Barrie municipal well; (See Appendix 5 for Municipal Well locations).	



	The snow disposal location shall also be deemed suitable for this purpose as per all other applicable local, provincial and/or federal legislation and regulations.	
<b>Road Salt Storage</b>	<p>If road salt or similar products winter maintenance products are to be stored on site:</p> <ul style="list-style-type: none"> <li>• Stored indoors or in lidded waterproof containers with labels</li> </ul> <p>Regular visual inspections shall be performed by applicable staff to ensure road salt products and their storage areas are in good repair.</p>	
	Salt bags stored on pallets outdoors shall be in locations where the minimize the risk of collision resulting in damaged product and material spills. Spills shall be cleaned up immediately to mitigate environmental impacts.	
	Salt products shall be stored away from sump pits or other sewer drainage features.	
<b>Road Salt Application</b>	Road salt products shall be applied considering the use of the right materials at the right time, and avoiding overuse in order to minimize the amount of road salt products applied.	
	Road salt products are applied to entire parking area and pedestrian pathways as required.	
	Sand shall be considered as an alternative to sodium and chloride de-icers whenever practical.	
<b>Operational Practices</b>	Good house-keeping practices are/shall be in place within and around road salt product storage areas.	
	Winter Maintenance contractors hired shall consider implementing Smart About Salt, Winter Salt Management Program practices at <b>&lt;BUSINESS&gt;</b> .	
	<p>Road salt spreaders shall be calibrated at the beginning of each winter maintenance season and upon each maintenance event</p> <p>Calibration logs shall be maintained for the for the active life of Risk Management Plan <b>&lt;XX-XXX&gt; &lt;V#&gt;</b>.</p>	



	Proactive anti-icing measures shall be taken, whenever possible, rather than reactive de-icing measures	
	Snow is removed from paved areas by plowing or shoveling before any salt products are applied	
	Downspouts are directed away from paved surfaces in order to prevent runoff from freezing and creating hazardous conditions	
	Logs of road salt product application shall be kept and maintained for the active life of Risk Management Plan <XX-XXX> <V#>; logs shall contain: <ul style="list-style-type: none"><li>• Date and time of application</li><li>• Current and forecasted weather conditions</li><li>• What material was applied</li><li>• How much material was applied</li><li>• Photos of the site following application</li></ul>	
<b>Training</b>	The person/corporation engaged in the activity shall provide all personnel at the site and the hired contractor with annual training regarding Section 2, and Appendices One and Four of Risk Management Plan <XX-XXX> <V#>; proof of these training events are to be documented and retained for the active life of the Risk Management Plan.	



**Section Three - Communication & Risk Management Plan Training Requirements:**

**Communication:**

- 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.

**Risk Management Plan Training:**

- 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 – Winter Maintenance 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 – Source Water Protection Primer & Training Log for <BUSINESS NAME> located at <BUSINESS ADDRESS>