



The Corporation of the City of Barrie  
Engineering Department - Infrastructure Planning Branch  
70 Collier Street, Barrie, Ontario, P.O. Box 400, L4M 4T5  
Telephone: 705 739 4220 ext. 4796  
Email: SourceWater@barrie.ca  
Fax: 705 739 4247

**Risk Management Plan for:**

[Business Name]

**Address:**

[Business Address]

**Developed to Address the Risks Associated with:**

The [Name of Regulated Activity]

\*Regulated activities commonly associated with **winter activities** include the following:

The application of road salt

The handling and storage of road salt

The storage of snow

**Risk Management Plan No:** [XX-XXX] (assigned by the City)

**Version:** 1

Risk Management Plan [XX-XXX] will come into effect on the date it is signed by the Risk Management Official.

Risk Management Plan [XX-XXX] will expire 5 years from the date in which it is signed by the Risk Management Official, at which point it will need to be renewed.

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 the [regulated activity name] as a significant drinking water threat within the Wellhead Protection Area [WHPA Zone A, B, C &/or D], for the wells located within the [Wellfield Name] Wellfield of Barrie, Ontario;

AND WHEREAS policy number [Policy No] in the South Georgian Bay Lake Simcoe Source Protection Plan designates the [regulated activity name] 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 [regulated activity name] is occurring and/or may occur in the future at Business Name located within the Wellhead Protection Area [WHPA Zone A, B, C &/or D], within the [Wellfield Name] Wellfield 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. [Business Name] agrees to implement all of the Additional Risk Management Measures listed in Section Three by the specified implementation date;
4. [Business Name] understands that they are solely responsible for implementing the Additional Risk Management Measures listed in Section Three, 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] 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] 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], and;
8. [Business Name] will, upon reasonable notice, permit the Risk Management Inspector access to the facility for inspection purposes.

**I, [Authorized Signing Officer],**

- a) Possess the authority to bind [Business Name], located at [Business Address] to the content of Risk Management Plan [XX-XXX], and;
- b) Have read and understand Risk Management Plan [XX-XXX] 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].

_____ 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 - Current Risk Management Measures:**

The following Risk Management Measures were identified as currently being in place at [Business Name] to mitigate risks associated with the [regulated activity name]:

\*This section will list all of the Risk Management Measures currently in place to mitigate the risks associated with the regulated activity. Below are example measures that can be included based on the nature of the operation.

<b>Material Tracking</b>	<ul style="list-style-type: none"><li>▪ Alternatives to chloride based de-icers are used whenever practical</li><li>▪ Inventory is tracked for all road salt stored at the site</li></ul>
<b>Road Salt Storage</b>	<ul style="list-style-type: none"><li>▪ Road salt is stored indoors whenever practical, or outdoors in a lidded plastic bin so that it is not exposed to precipitation or runoff</li><li>▪ Bulk quantities of road salt are stored in a covered structure and on an impermeable pad that prevents the product from exposure to precipitation or runoff</li><li>▪ Minimal road salt products are stored on site beyond the winter maintenance season</li></ul>
<b>Road Salt Application</b>	<ul style="list-style-type: none"><li>▪ Proactive anti-icing measures are taken whenever possible, as opposed to reactive de-icing measures</li><li>▪ Snow is removed from paved areas by plowing or shoveling before any salt is applied</li><li>▪ Automated spreader equipment used to apply road salt products is calibrated as per manufacturer recommendations; logs of calibration events are maintained and filed on site</li><li>▪ Logs of road salt application are kept and maintained on site; these logs contain date, time of application, weather conditions and amount applied</li><li>▪ Road salt application practices are reviewed periodically to identify potential reductions in product use that may be implemented while still maintaining safe conditions</li></ul>
<b>Snow Storage</b>	<ul style="list-style-type: none"><li>▪ The site has a designated snow storage area that is labelled with clear signage</li><li>▪ Snow storage areas are located away from pedestrian routes, away from bodies of water, up gradient of storm sewer infrastructure, and do not obstruct drainage at the site</li><li>▪ Snow storage areas are in a location where meltwater runoff will not create hazards due to re-freezing</li></ul>
<b>Operational Practices</b>	<ul style="list-style-type: none"><li>▪ Winter maintenance for the site is completed by a hired contractor. The contractor is Smart About Salt™ trained and certified</li><li>▪ Spills of road salt are cleaned up immediately</li><li>▪ A clean-up is performed at the end of each winter maintenance season to remove any accumulated road salt and/or sand</li><li>▪ Good house-keeping procedures are in place at the site</li><li>▪ Downspouts are directed away from paved surfaces in order to prevent runoff from freezing and creating hazardous conditions</li></ul>

**Section Three - Additional Risk Management Measures:**

The following additional Risk Management Measures are required to further mitigate risks associated with the [regulated activity name]:

Measure	Rationale	Implementation Date
*The Risk Management Official will propose additional risk management measures to be implemented based on any gaps identified in the current risk management measures listed in Section Two.*	*A rationale will be provided for each new measure required.	*This will indicate the date by which the new measure must be implemented.



#### Section Four - Communication & 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.
- The person/corporation engaged in the activity shall contact the Risk Management Official within a month of the sale, closure or move in location of the business/facility.

##### Training:

- The person/corporation engaged in the activity shall provide all personnel at the site with annual training regarding the content of Risk Management Plan [XX-XXX]; proof of these training events are to be documented and retained for the active life of the Risk Management Plan.
- The person/corporation engaged in the activity shall provide all personnel at the site with an additional training event should Risk Management Plan [XX-XXX] ever be revised or updated after the annual training was provided to all personnel at the site; proof of these training events are to be documented and retained for the active life of the Risk Management Plan.

#### Section Five - 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 Risk Management Plan [XX-XXX].
- The person/corporation engaged in the activity must continuously monitor the activity to which the plan relates to ensure that the measures contained within Risk Management Plan [XX-XXX] are being performed in accordance with the plan.

##### Reporting:

- The person/corporation engaged in the activity must report to the Risk Management Official any changes at the site that may cause the information within Risk Management Plan [XX-XXX] to no-longer be current.
- The person/corporation engaged in the activity must 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 must report to the Risk Management Official any contraventions, accidental or intentional, that occur at the site in regards to the measures identified in Risk Management Plan [XX-XXX].

##### Record Retention:

- The person/corporation engaged in the activity must retain all records and documentation that pertain to Risk Management Plan [XX-XXX] and all measures identified within for the active life of the Risk Management Plan.

#### Section Six - Appendices:

- ☐ Appendix One - Site Map for [Business Name] located at [Business Address]
- ☐ Appendix Two – Source Water Protection Information and Applicable Source Protection Plan Policies for [Business Name] located at [Business Address]
- ☐ Appendix Three – Spill Response Plan for [Business Name] located at [Business Address]