

2nd Copy w/ REVISIONS. - JULY 28 rec'd.



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.

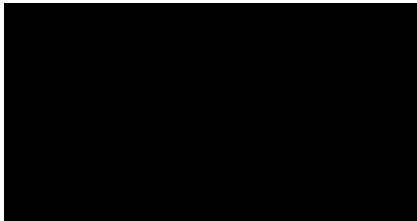
Failure to fully complete this form may result in rejection. Making a false statement may result in a fine or prosecution under the *Technical Standards and Safety Act*

Licence Number

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.

A Company Name Ontario Corporation No., if applicable

Operator Name (if different from above)

Telephone No. Fax No. E-mail

B Street No. Street Name / 911 Number / Address, if applicable

Town / City or Township / County Province Postal Code

Mailing address if different from above.

C Street No. Street Name / 911 Number / Address, if applicable

Town / City or Township / County Province Postal Code

Information on Container Refill Centre or Filling Plant

Location of facility.

D Street No. Street Name / 911 Number / Address, if applicable Nearest Major Intersection

Town / City or Township / County Province Postal Code

Name of Licence Holder

Name of a Senior Management person as defined in the regulation holding the Record of Training (ROT). ROT type

Municipality (or municipalities if the facility or its hazard distance touches multiple borders)

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.

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Print name	Signature	Date (dd-mm-yyyy)
Name of Licence Holder <input type="text" value="Thompsons Limited"/>		18-07-2011
Name of Senior Management person as defined in the Regulation holding the Record of Training <input type="text" value="Ross Goldhawk"/>		



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SECTION A: GENERAL INFORMATION (cont'd)

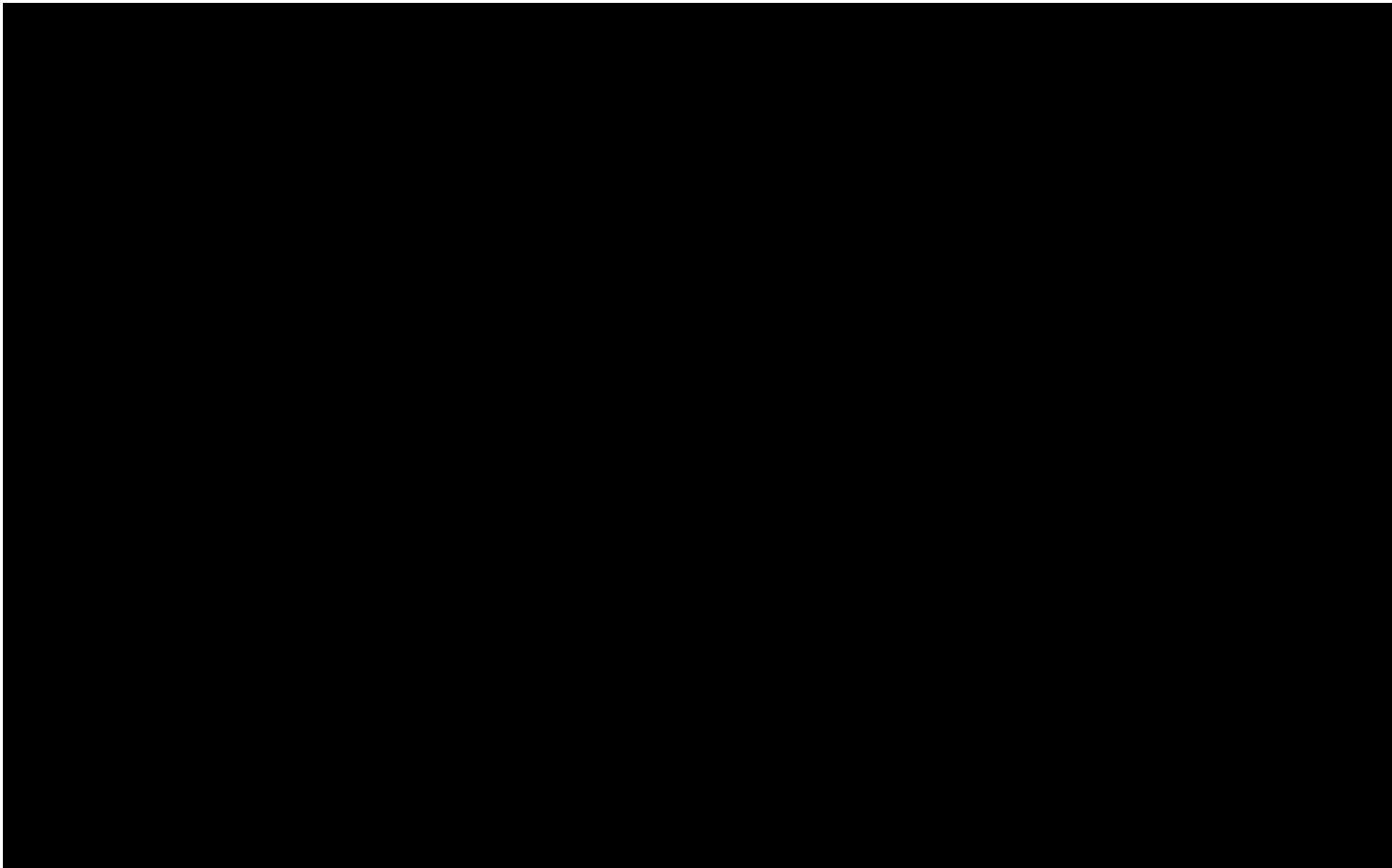
Indicate the year the facility was established. 1924	Indicate the year of any significant modifications, as defined in s.1, O.Reg 211/01, since establishment. 1950, 1960, 1996 and 1999
---	--

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

	PSIG	Serial Number
Tank1:	250	837355896327041
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. Please refer to page 15.

Fixed: 1000 _____ Mobile: _____



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Name of person completing this form (please print) Kent Burk	Official Title Operations Assistant
Signature 	Telephone No. 519-676-5411 ext 20274
	Date (dd-mm-yyyy) 18-07-2011



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SECTION A: GENERAL INFORMATION (cont'd)
Activity Information

Name of Propane Supplier(s) Superior Propane			For Office Use - Party No.	
Street No. 7652	Street Name / 911 Number / Address, if applicable Queens Line			
Town / City or Township / Country Chatham			Province Ontario	Postal Code N7L 5J5
Telephone No. 1-877-873-7467	Fax No.	Contact Name Tanya Ross		
E-mail Tanya_Ross@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.

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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.

500 gallon double walled clear diesel petroleum tank within 25 feet of the propane tank.

500 gallon double walled gasoline petroleum tank within 30 feet of the propane tank

500 gallon double walled dyed diesel petroleum tank with 35 feet of the propane tank.

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

Fire extinguisher located in close proximity of the propane tank.

Fire hydrant is located 105 metres from the propane tank.

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.

Electrical shut off switches around the propane tank. Two switches- operating switch and breaker switch to shut off the electrical power to the propane tank.

Under the propane tank there is a manual shut off switch.

Should a leak occur in the propane hose there is a safety pressure shutoff switch that stops the delivery of propane.

Maintenance and testing schedule for fire protection controls and devices.

Fire extinguisher is inspected monthly. Sentry Fire Inspects them annually.

Propane installation is inspected by Superior Propane. During each deliver of bulk propane by Superior Propane the driver does an inspection of the propane

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Name of person completing this form (please print) Chad Burley	Official Title Branch Manager	
Signature 	Telephone No. 519-676-5446	Date (dd-mm-yyyy) 18-07-2011



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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 Chad Burley	For Office Use - Party No.	Name Chad Burley	For Office Use - Party No.
Official Title Branch Manager		Official Title Branch Manager	
Telephone No. 519-676-4633	Fax No. 519-676-1338	Cell No. 519-809-1854	Fax No. 519-676-1338
E-mail cburley@thompsonslimited.com		E-mail cburley@thompsonslimited.com	
Role and responsibilities in emergency Emergency Coordinator		Role and responsibilities in emergency Emergency Coordinator	
2. Facility Contact Personnel - Alternate Contact		6. Name of Facility Manager	
Name Don Burk	For Office Use - Party No.	Name Chad Burley	For Office Use - Party No.
Official Title Yard Supervisor		Official Title Branch Manager	
Telephone No. Home- 519-676-8542	Fax No.	Telephone No. 519-676-4633	Fax No. 519-676-1338
E-mail dburk@thompsonslimited.com		E-mail cburley@thompsonslimited.com	
Role and responsibilities in emergency Alternate Emergency Response Coordinator.		Role and responsibilities in emergency Emergency Coordinator	
3. Local Fire Services - Key Contact		7. Propane Supplier Key Contact Person	
Name Bob Crawford	For Office Use - Party No.	Name Tanya Ross	For Office Use - Party No.
Official Title Fire Chief	E-mail bobc@chatham-kent.ca	Official Title Customer Accounts Representative	E-mail Tanya_Ross@SuperiorPropane.com
Telephone No. 519-436-3270	Fax No. 519-352-8620	Telephone No. 1-877-873-7467	Fax No. 1-866-421-7764
Role and responsibilities in emergency Site Emergency Coordinator		Role and responsibilities in emergency Superior Propane Emergency Contact	
Fire Services Address 5 Second Street, Chatham, Ontario, N7M 5X2		Propane Supplier Address 7652 Queens Line, Chatham, Ontario, N7M 5K8	
4. Local Fire Services - Alternate Contact		8. Municipal Contact	
Name Ray Stone	For Office Use - Party No.	Name Judy Smith	For Office Use - Party No.
Official Title Assistant Fire Chief	E-mail rays@chatham-kent.ca	Official Title Clerk	
Telephone No. 519-436-3270	Fax No. 519-352-8620	Telephone No. 519-360-1998	Fax No.
Role and responsibilities in emergency Alternate Emergency Coordinator		E-mail judys@chatham-kent.ca	
Fire Services Address 5 Second Street, Chatham, Ontario, N7M 5X2		Municipality Name and Address Chatham-Kent 315 King Street, West, Chatham, Ontario, N7M 5K8	

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Name of person completing this form (please print) Chad Burley	Official Title Branch Manager
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	Date (dd-mm-yyyy) 18-07-2011



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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.
Thompsons Blenheim branch does not exceed the minimum Code and Standards requirements.

[Lined area for describing additional safety measures]

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Name of person completing this form (please print) Kent Burk	Official Title Operations Assistant	
Signature <i>K Burk</i>	Telephone No. 519-676-5411 ext 20274	Date (dd-mm-yyyy) 18-07-2011



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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) 21-12-2010	Print Name of Training Provider: Thompsons Limited
	Print Name of Instructor: Brian Coutts
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) 21-12-2010	Print Name of Training Provider: Thompsons Limited
	Print Name of Instructor: Brian Coutts
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) 18-12-2009	Print Name of Training Provider: Propane Training Institute
	Print Name of Instructor: Rene Cadotte
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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Name of person completing this form (please print) Chad Burley	Official Title Branch Manager
Signature <i>Chad Burley</i>	Telephone No. 519-676-5446 ext 21401
	Date (dd-mm-yyyy) 18-07-2011



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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) 21-12-2011	Print Name of Training Provider: Thompsons Limited
	Print Name of Instructor: Chad Burley
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) 21-12-2011	Print Name of Training Provider: Thompsons Limited
	Print Name of Instructor: Chad Burley
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) 18-12-2012	Print Name of Training Provider: Propane Training Institute
	Print Name of Instructor: Rene Cadotte or David Desjardins
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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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).
All site staff are trained to assess each situation and call 9-1-1. Site manager and yard supervisor consult with Emergency Personnel and Operations Manager, Head Office, to determine if and when to notify the public.

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).
A plan to activate the evacuation plan will take place in the retail office or the local beer store parking lot. All staff is trained to take action in case of an emergency as per the Emergency Response Plan.

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).
After assessing the situation, the primary emergency coordinator will notify emergency response authorities. The alternate coordinator will verify that 9-1-1 call has been made and documented.

Describe provisions for fire department entry when there are no operations or staffing at the propane site.
All supervisors have keys to the facility and will provide entry for emergency personnel. All live locally and can be at the site within minutes.

Describe how the licence holder will ensure continual flow of updated information to authorities.
Operations Manager will ensure authorities will remain updated throughout the emergency situation.

How long will it take the facility liaison person to respond to the site.
Site Manager and yard supervisor live locally and can respond within minutes of being notified of an emergency situation.

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Signature <i>Chad Burley</i>	Telephone No. 519-676-5411 ext 20274	Date (dd-mm-yyyy) 18-07-2011



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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 checked="" type="checkbox"/>	<input 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"/> <i>Done weekly not daily</i>
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>105 meters</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>N/A</u>

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Name of person completing this form (please print) Chad Burley	Official Title Branch Manager
Signature <i>Chad Burley</i>	Telephone No. 519-676-5446
	Date (dd-mm-yyyy) 18-07-2011



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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

Has the local fire service had an opportunity to review the Emergency Response and Preparedness Plan?

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

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: _____ (dd-mm-yyyy)

LOCAL FIRE SERVICES

The undersigned has reviewed Section B of the Risk and Safety Management Plan Fire Services.

Print name	Signature	Date (dd-mm-yyyy)
Local Fire Services Name		

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Name of person completing this form (please print) Chad Burley	Official Title Branch Manager	Date (dd-mm-yyyy) 18-07-2011
Signature <i>Chad Burley</i>	Telephone No. 519-676-5446	



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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) 19-01-2011	Capacity of single largest propane storage vessel (USWG) 1,000
Tank setback coordinates. Indicate placement on the map.	
Front: 1325'	Right side property line: 256'
Rear: 255'	Left side property line: 175'
GPS coordinates of single largest vessel: 42 20'02.87N x 82 00'13.89W	

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SECTION C: SUBMISSIONS (cont'd)

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

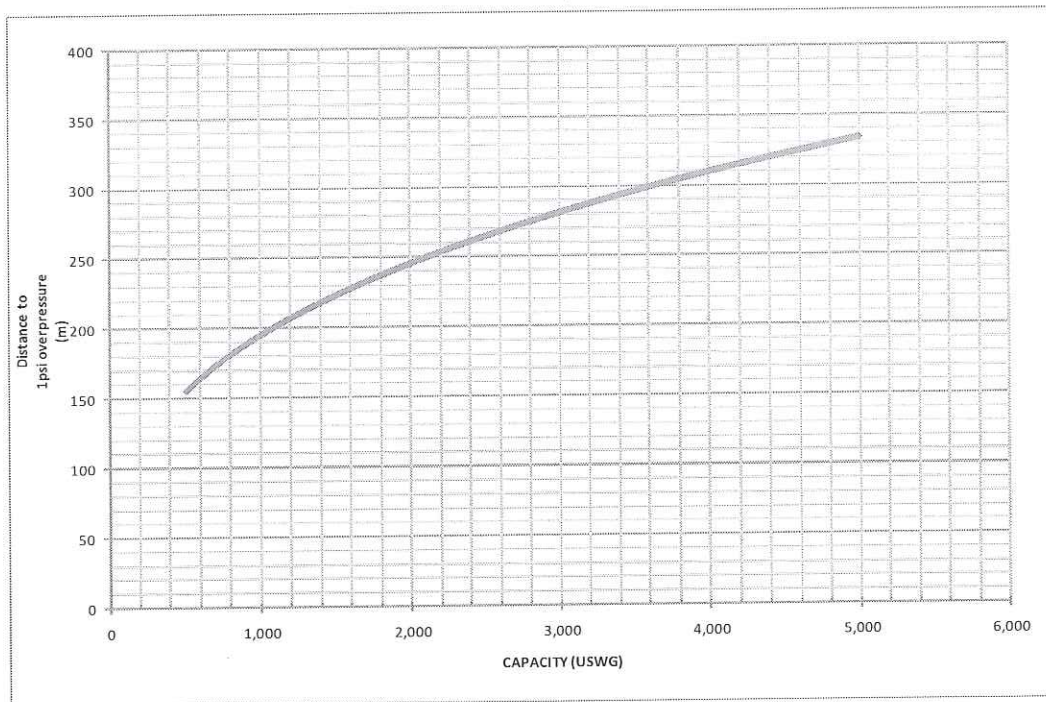
Table 1: Distance Table

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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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: Hyland Seeds Address: 145 Marlborough Street City: Blenheim Province Ontario Postal Code NOP 1A0		x			95.45 m
Residential building units specifically permanent single family dwellings, condominiums, and apartments. [Redacted]			x		61 m
Commercial building units specifically retail, restaurants, entertainment, theatres, and sporting complexes. Name: Golden Acres (bowling) Address: 140 Marlborough Street City: Blenheim Province Ontario Postal Code NOP 1A0		x			124.2 m
Commercial building units – continuous occupancy specifically hotels, campgrounds, and resorts. Name: _____ Address: N/A City: _____ Province _____ Postal Code _____					_____ m
Sensitive institutions specifically hospitals, schools and day cares, nursing and retirement homes, mental health institutions, and prisons. Name: Serentiy Address: 84 Marlborough Street City: Blenheim Province Ontario Postal Code NOP 1A0		x			121.2 m
Emergency responders specifically fire stations, ambulance stations, and police stations. Name: _____ Address: Not within the 195 metre radius of propane vessel. 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) David McLaren	Official Title Health and Safety Coordinator.
Signature 	Telephone No. 519-676-5411 ext 20274
	Date (dd-mm-yyyy) 18-07-2011



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 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		
# 40	11.75		
# 33.3	9.62	12	115.44
# 30	8.8		
# 20	5.8		
# 10	2.9		
# 5	1.5		
Total Cylinder Capacity			

Tanks Stored On-site Not Connected for Use

Tank Size In USWG	Quantity	Total Volume in USWG
1000	1	1000
Total Tank Capacity		

Total Cylinder Capacity	115.44
Total Tank Capacity	1000
Total Portable Capacity	1115.44

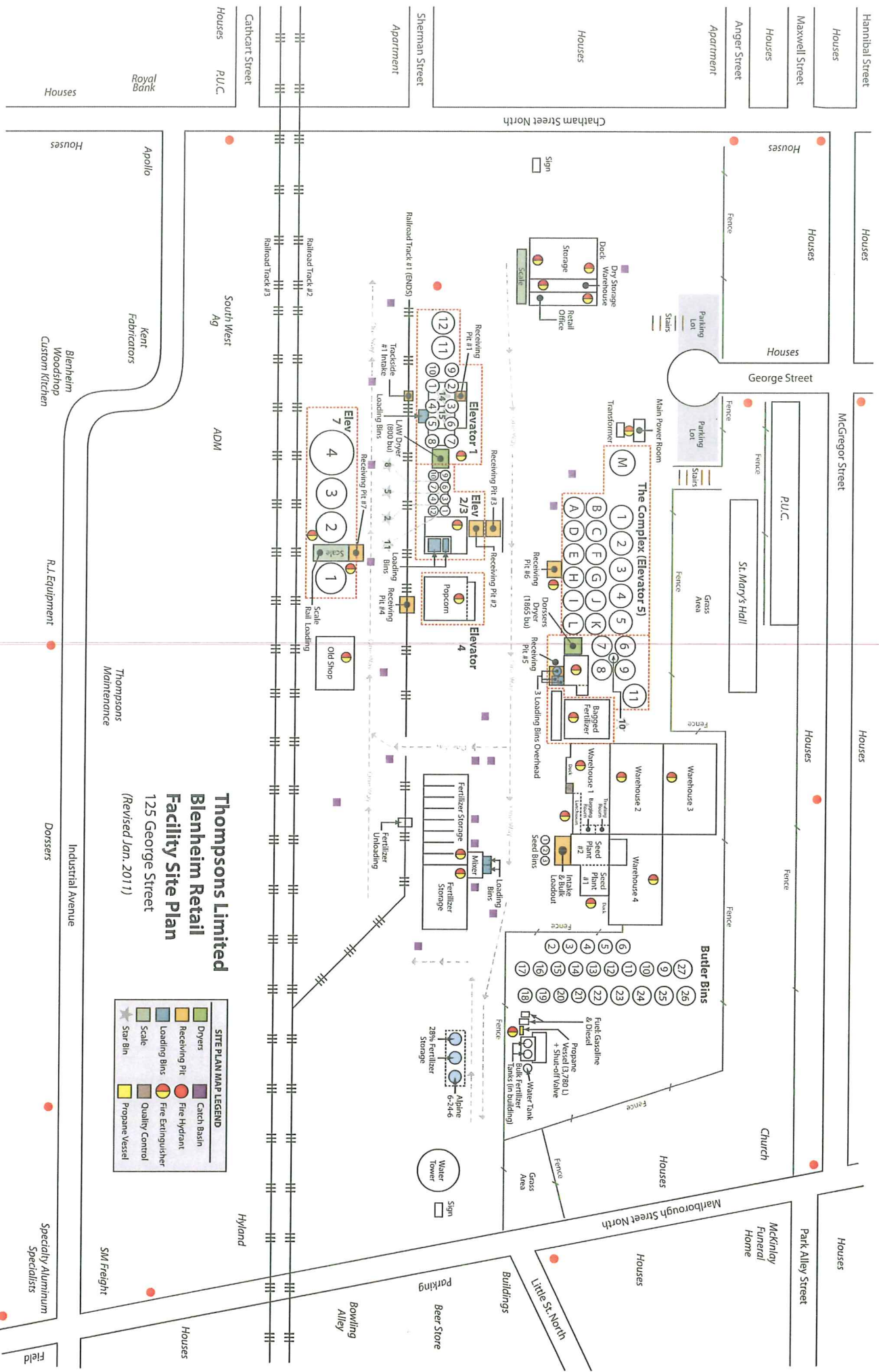
Declaration: I am aware that it is an offence to give false information in this document and I hereby declare that the information I have given here is true and complete.

Name of person completing this form (please print) Kent Burk	Official Title Operations Assistant
Signature 	Telephone No. 519-676-5411
	Date (dd-mm-yyyy) 18-07-2011



Town of Blenheim
Municipality of Chatham-Kent
195 m
Map Prepared June 8, 2011

42°20'03.27" N 82°00'13.91" W elev 206m
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Thompson's Limited
Blenheim Retail
Facility Site Plan
 125 George Street
 (Revised Jan. 2011)

SITE PLAN MAP LEGEND

	Dryers
	Receiving Pit
	Catch Basin
	Fire Hydrant
	Fire Extinguisher
	Quality Control
	Propane Vessel
	Star Bin
	Scale
	Scale
	Scale
	Scale

Specialty Aluminum Specialists

SM Freight

Beer Store

Bowling Alley

Field