



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 5,000 USWG and no more than 500 USWG of portable propane storage capacity of

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 [REDACTED]

Check applicable type of propane operation:

- 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.

Company Name: Canadian Tire Corporation Ltd. Ontario Corporation No., if applicable: \_\_\_\_\_  
 Operator Name (if different from above): Kevin Bradley - Agent 519-576-0921  
 Telephone No.: (416) 544-7608 Fax No.: (416) 544-6163 E-mail: john.lastoria@cantire.com

Street No.: 1280 Street Name / 911 Number / Address, if applicable: Yonge Street, 17th Floor  
 Town / City or Township / County: Toronto Province: Ontario Postal Code: M4P 2V8

Mailing address if different from above.  
 Street No.: \_\_\_\_\_ Street Name / 911 Number / Address, if applicable: PO Box 770, Station K (Account #34421)  
 Town / City or Township / County: Toronto Province: Ontario Postal Code: M4P 3J5

Information on Container Refill Centre or Filling Plant  
 Location of facility.  
 Street No.: 1400 Street Name / 911 Number / Address, if applicable: Ottawa Street South Nearest Major Intersection: Ottawa Street and Fischer-Hallman Road  
 Town / City or Township / County: Kitchener Province: Ontario Postal Code: N2E 4E2

Name of Licence Holder: John Lastoria on behalf of Canadian Tire Corporation  
 Name of a Senior Management person as defined in the regulation holding the Record of Training (ROT): Glenn Butt ROT type: 100-08  
 Municipality (or municipalities if the facility or its hazard distance touches multiple borders): City of Kitchener

Hours of operation: [REDACTED]

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 I hereby declare that the information I have given here is true and complete.

Print name	Signature	Date (dd-mm-yyyy)
Name of Licence Holder: <u>John Lastoria</u>		<u>08-01-2012</u>
Name of Senior Management person as defined in the Regulation holding the Record of Training: <u>Glenn Butt</u>		<u>FORGIVEN</u>



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 A: GENERAL INFORMATION (cont'd)**

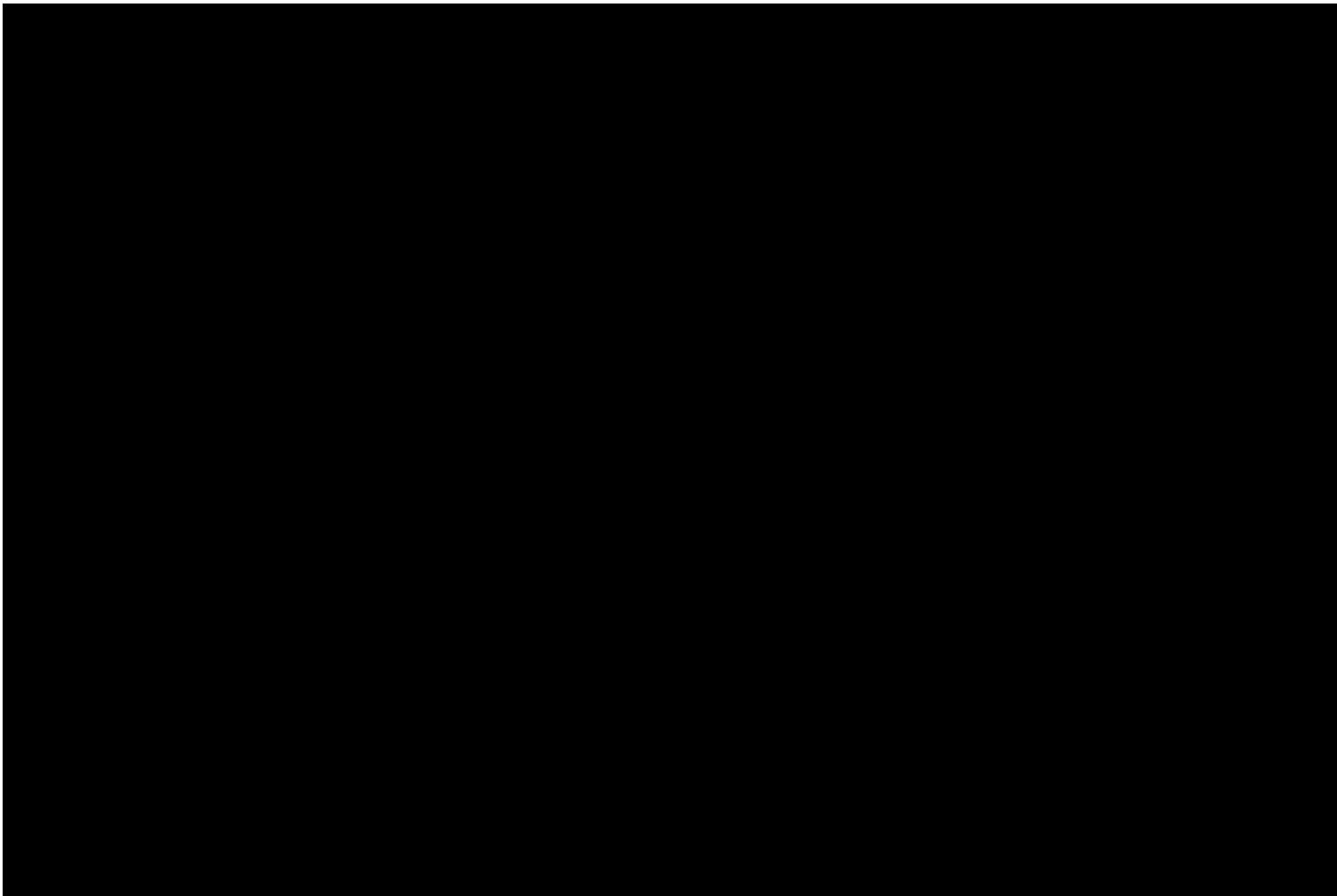
Indicate the year the facility was established. 2000      Indicate the year of any significant modifications, as defined in s.1, O.Reg 211/01, since establishment. None

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


	PSIG	Serial Number
Tank 1:	<u>250 PSIG</u>	<u>371-02</u>
Tank 2:	_____	_____
Tank 3:	_____	_____

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, on a separate document.

Fixed: 2000 USWG      Portable: 418 USWG      Mobile: 0



**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) <u>John Lastoria</u>	Official Title <u>E H &amp; S Specialist</u>	
Signature 	Telephone No. <u>416-544-7608</u>	Date (dd-mm-yyyy) <u>08-01-2012</u>



**Technical Standards and Safety Authority**  
www.tssa.org

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

Activity Information

<b>Name of Propane Supplier(s)</b> Superior Propane - Ontario Regional Operations Centre			
Street No. 251	Street Name / 911 Number / Address, if applicable Woodlawn Road West, Unit 217		
Town / City or Township / Country Guelph		Province Ontario	Postal Code N1H 8J1
Telephone No. 1-877-873-7467	Fax No. 519-836-7766	Contact Name Bruce Graham ( also 519-780-4913)	
E-mail GrahamB@superiorpropane.com			

<b>Name of Propane Transporter.</b> If same as above, please check box. <input type="checkbox"/>			
Superior Propane - Guelph			
Street No. 7022	Street Name / 911 Number / Address, if applicable Wellington Road 124S		
Town / City or Township / Country Guelph		Province Ontario	Postal Code N1H 6L3
Telephone No. (519) 831-6564	Fax No. N/A	Contact Name Chris VanHerksen	
E-mail vanherkc@superiorpropane.com			

<b>Off-site Cylinder and/or Mobile Storage</b> None	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.

**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) John Lastoria	Official Title E H & S Specialist
Signature 	Telephone No. 416-544-7608
	Date (dd-mm-yyyy) 08-01-2012





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**

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.

Gasoline - The site has underground tanks with a total capacity of 185,000 litres. They are located on the west side of the gasoline dispensers.

An MSDS for regular unleaded gasoline is provided herein. MSDS for premium gasoline and diesel are similar and not included.

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

1. Fires Extinguisher Locations: a) Inside gas bar building b) On columns by gasoline dispensers c) At the bulk propane tank filling station
2. Emergency stop push button - near propane tank. This shuts down the pump and closes a solenoid valve upstream of hoses.
3. Power supply breaker inside the gas bar building. This cuts all power to the propane system - shuts down pump; closes solenoid valve.

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. Emergency stop push button. This shuts down the pump and closes a solenoid valve upstream of hoses.
2. Fusible link on ISC valve - isolation valve between the tank and the downstream propane dispensing equipment.
3. Power supply breaker inside the gas bar building. This cuts all power to the propane system - shuts down pump; closes solenoid valve
4. ISC valve interlock bar (interlocked with cabinet door) - ISC valve closes when door is closed.

Maintenance and testing schedule for fire protection controls and devices.

Maintenance and testing is undertaken by Superior Propane according to Superior Propane's Maintenance Standard. Schedule for key equipment is:

1. Pumps (Pump every 3 months; Pump Motor: check belts monthly; grease motor every 6 months); 2. ISC Valves (test for closure every 6 months)
3. Fusible links - inspected every 6 months; 4. Storage tank Relief Valves - inspect every 2 years; replacement schedule as per provincial regulations.
5. Fire extinguishers maintained by Canadian Tire in accordance with Ontario fire regulations. Maintenance records are kept for 5 years.

**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) John Lastoria	Official Title E H & S Specialist
Signature 	Telephone No. 416-544-7608
	Date (dd-mm-yyyy) 08-01-2012



Technical Standards and Safety Authority  
www.tssa.org

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

1. Contacts for Emergency Response

<b>1. Facility Contact Personnel - Key Contact</b>				<b>5. Facility 24-Hour Contact Person</b>			
Name Kevin Bradley		For Office Use - Party No.		Name Kevin Bradley		For Office Use - Party No.	
Official Title Agent				Official Title Agent			
Telephone No. 519-576-0921		Fax No. 519-576-0921		Cell No. 519-272-3610		Fax No. 519-576-0921	
E-mail 1314.kitchener_west@ctpagent.ca				E-mail 1314.kitchener_west@ctpagent.ca			
Role and responsibilities in emergency Coordinate site response				Role and responsibilities in emergency Coordinate site response			
<b>2. Facility Contact Personnel - Alternate Contact</b>				<b>6. Name of Facility Manager</b>			
Name Jackie Lacroix		For Office Use - Party No.		Name Kevin Bradley		For Office Use - Party No.	
Official Title Regional Business Manager				Official Title Agent			
Telephone No. 519-272-3610		Fax No. 519-272-1893		Telephone No. work 519-576-0921 cell 519-272-3610		Fax No. 519-576-0921	
E-mail Jackie.Lacroix@cantire.com				E-mail 1314.kitchener_west@ctpagent.ca			
Role and responsibilities in emergency Coordinate site response if agent is unavailable				Role and responsibilities in emergency Coordinate site response			
<b>3. Local Fire Services - Key Contact</b>				<b>7. Propane Supplier Key Contact Person</b>			
Name Timothy Beckett		For Office Use - Party No.		Name Superior Propane Hotline		For Office Use - Party No.	
Official Title Fire Chief, Kitchener Fire Department		E-mail N/A		Official Title		E-mail	
Telephone No. (519) 741-2926		Fax No. N/A		Telephone No. 1-877-873-7467		Fax No.	
Role and responsibilities in emergency Coordinate/advise on Fire Service response and liaise with police and CTC contact.				Role and responsibilities in emergency Identify and dispatch Superior Propane and or LPERGC emergency response personnel as required.			
Fire Services Address 270 Strasburg Rd., Kitchener, ON N2E 3M6				Propane Supplier Address 251 Woodlawn Road West, Unit 217, Guelph, ON			
<b>4. Local Fire Services - Alternate Contact</b>				<b>8. Municipal Contact</b>			
Name Phil Mellor		For Office Use - Party No.		Name Alain Pinard		For Office Use - Party No. 10533	
Official Title Assistant Chief Fire Prevention Officer		E-mail N/A		Official Title Director of Planning			
Telephone No. (519) 741-2495		Fax No. N/A		Telephone No. 519-741-2319		Fax No. N/A	
Role and responsibilities in emergency Alternate - Coordinate/advise on Fire Service response and liaise with police and CTC contact.				E-mail alain.pinard@litchener.ca			
Fire Services Address 270 Strasburg Rd., Kitchener, ON N2E 3M6				Municipality Name and Address 200 King Street W., Kitchener, ON N2G 4G7			

**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) John Lastoria		Official Title E H & S Specialist	
Signature 		Telephone No. 416-544-7608	Date (dd-mm-yyyy) 08-01-2012





**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)**

2. Additional Safety Measures

Describe any other measures in place at the facility that exceed the minimum Code and Standards requirements.  
Emergency Shut Off push button to shut down pump and close solenoid valve upstream of dispensing hoses.

[Lined area for additional safety measures]

**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) John Lastoria	Official Title E H & S Specialist	
Signature 	Telephone No. 416-544-7608	Date (dd-mm-yyyy) 08-01-2012



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)**

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) 2010	Print Name of Training Provider: Canadian Tire Standard Emergency Training upon hire and yearly refreshers
	Print Name of Instructor:
Training Date (dd-mm-yyyy) 1Q 2012	Print Name of Training Provider: Please Note - The industry has recently introduced a propane specific ER course - #911-02 (Dec.2011). Prior to December 2011
	Print Name of Instructor:
Training Date (dd-mm-yyyy)	Print Name of Training Provider: there wasn't one available. Canadian Tire agents will be completing this course in January 2012.
	Print Name of Instructor:

Training on the facility's Emergency Management Procedures provided to staff.

Training Date (dd-mm-yyyy) 2010	Print Name of Training Provider: Canadian Tire Standard Emergency Training upon hire and yearly refreshers
	Print Name of Instructor:
Training Date (dd-mm-yyyy) 1Q 2012	Print Name of Training Provider: Key Site Contact to train staff
	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) 24-11-2010	Print Name of Training Provider: FSN Training
	Print Name of Instructor: N/A
Training Date (dd-mm-yyyy) TBA as required	Print Name of Training Provider: Superior Propane, FSN Training, or Other Please Note - a ROT is valid for 3 years
	Print Name of Instructor: TBA as required
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) John Lastoria	Official Title E H & S Specialist
Signature	Telephone No. 416-544-7608
	Date (dd-mm-yyyy) 08-01-2012





**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)**

4. Emergency Training Plan for Coming Year

Training on Emergency Response Plan and Procedures provided to facility key contacts.

Target Date (dd-mm-yyyy) 2011	Print Name of Training Provider: Canadian Tire Standard Emergency Training upon hire and yearly refreshers
	Print Name of Instructor:
Target Date (dd-mm-yyyy) Q1 2012	Print Name of Training Provider: Superior Propane, PTI, FSN, or Alternate Please Note - the PTI just released the
	Print Name of Instructor: course material (Dec.) and Canadian Tire
Target Date (dd-mm-yyyy)	Print Name of Training Provider: agents will be the first to receive this training
	Print Name of Instructor: scheduled for the 1Q of 2012

Training on the facility's Emergency Management Procedures provided to staff.

Target Date (dd-mm-yyyy) Q1 2012	Print Name of Training Provider: Key Site Contact to Train Staff
	Print Name of Instructor: to be arranged
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) TBA as required	Print Name of Training Provider: FSN Training or Alternate Please Note - ROT training is valid for 3 years
	Print Name of Instructor: to be arranged as required
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) John Lastoria	Official Title E H & S Specialist
Signature 	Telephone No. 416-544-7608
	Date (dd-mm-yyyy) 08-01-2012





**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.

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).  
The agent/operator or alternate (both ROT staff) will contact emergency services by calling 911 and will provide warnings as outlined in the attached Propane Emergency Response Procedures placard (to be posted at site and be part of employee training). If it is safe to do so, this could involve advising neighbors to evacuate. The owner/operator may also contact Superior Propane via the emergency number identified in the ERP.

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).  
The agent/operator or alternate should first follow the actions in the ERP's provided herein. Staged evacuation, if the release of propane cannot be stopped by cutting electrical power, may be required. The initial muster location will be at the front doors of the Canadian Tire warehouse store, and away from a dispersing propane cloud. Subsequent evacuation instructions potentially up to the Hazard Distance to be provided by municipal emergency responders. Residences and businesses beyond the site boundary to be notified by municipal emergency responders.

**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).  
When the system is operational, site staff will be on duty and be in the propane tank area. The Key Contact or alternate will be implementing ER actions and notifications, including notifying emergency responders. Calling 911 will occur immediately after any attempts to shut down the system.  
When the system is not in operation, the ISC valve (main isolation valve) is closed, and the propane system is unattended, but is shutdown.  
Any accidents involving the propane tank during such times will require the intervention of random, nearby individuals.

Describe provisions for fire department entry when there are no operations or staffing at the propane site.  
The propane tank system is located in a open area that is easily accessible from Ottawa Street and Fisher-Hallman Road.  
The access routes for fire trucks are identified in the attached site plan.

Describe how the licence holder will ensure continual flow of updated information to authorities.  
The critical information required from the license holder is information on how to shut the system down and the fill level in the tank (if known).  
This will be provided by agent - Kevin Bradley, verbally if on-site, or by cell phone during off hours.  
Fill level is relevant from a time-to-BLEVE perspective (a near empty tank will BLEVE sooner than a full tank if there is fire impingement on the tank).

How long will it take the facility liaison person to respond to the site.  
It would take the 24 hour contact, Kevin Bradley, approximately 30 minutes to arrive on-site after having received the emergency call.

**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) John Lastoria	Official Title E H & S Specialist	
Signature 	Telephone No. 416-544-7608	Date (dd-mm-yyyy) 08-01-2012



Technical Standards and Safety Authority  
www.tssa.org

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

	Yes	No
1. Does the propane location have controlled access to limit unnecessary risk and entry (lock out procedures)?	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>
5. Does the facility have procedures that include a process to isolate and purge any overfilled propane cylinders?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Are weighing systems validated for accuracy?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Are storage areas clearly marked with the vessels' capacity status (i.e., filled, empty, purged and other hazardous materials)?	<input type="checkbox"/>	<input checked="" 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>40 m</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>	

**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) John Lastoria	Official Title E H & S Specialist	
Signature 	Telephone No. 416-544-7608	Date (dd-mm-yyyy) 08-01-2012



January 8, 2011

Chief Timothy Beckett  
Fire Chief  
Kitchener Fire Services  
270 Strasburg Road  
Kitchener, ON N2E 3M6

Dear Chief Beckett;

We kindly request that you review this Risk & Safety Management Plan for the Canadian Tire Facility, located at 1400 Ottawa Street South in Kitchener, as per Ontario Regulation 211X01.

Please complete page 11, sign, and return to:

John Lastoria  
EH & S Specialist  
Canadian Tire Petroleum Network Development  
Canadian Tire Corporation  
2180 Young Street,  
Toronto, ON M4P 2V8  
Phone: (416) 544-7608  
Fax: (416) 544-6163

A response by January 31, 2011 would be greatly appreciated.

Sincerely,

John Lastoria  
EH & S Specialist for Canadian Tire Corporation

*Enclosure: 1*



**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.

8. Licence holder and local Fire Services Review

<b>To be completed by the Local Fire Services</b>	<b>Yes</b>	<b>No</b>
Has the local fire service had an opportunity to review the Emergency Response and Preparedness Plan?	<input type="checkbox"/>	<input type="checkbox"/>
If not, please explain (e.g., no fire services).		
Fire services comments, if any:		
<b>To be completed by the Licence Holder</b>		
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		

**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) John Lastoria	Official Title E H & S Specialist	
Signature 	Telephone No. 416-544-7608	Date (dd-mm-yyyy) 08-01-2012





Technical Standards and Safety Authority  
www.tssa.org

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

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) 14-12-2011	Capacity of single largest propane storage vessel (USWG) 2000 USWG
Tank setback coordinates. Indicate placement on the map.	
Front: 16 m	Right side property line: 150 m
Rear: 151 m	Left side property line: 54 m
GPS coordinates of single largest vessel: Lat. 43.4157 Lat. -80.5131	

**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) John Lastoria	Official Title E H & S Specialist
Signature	Telephone No. 416-544-7608
	Date (dd-mm-yyyy) 08-01-2012



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

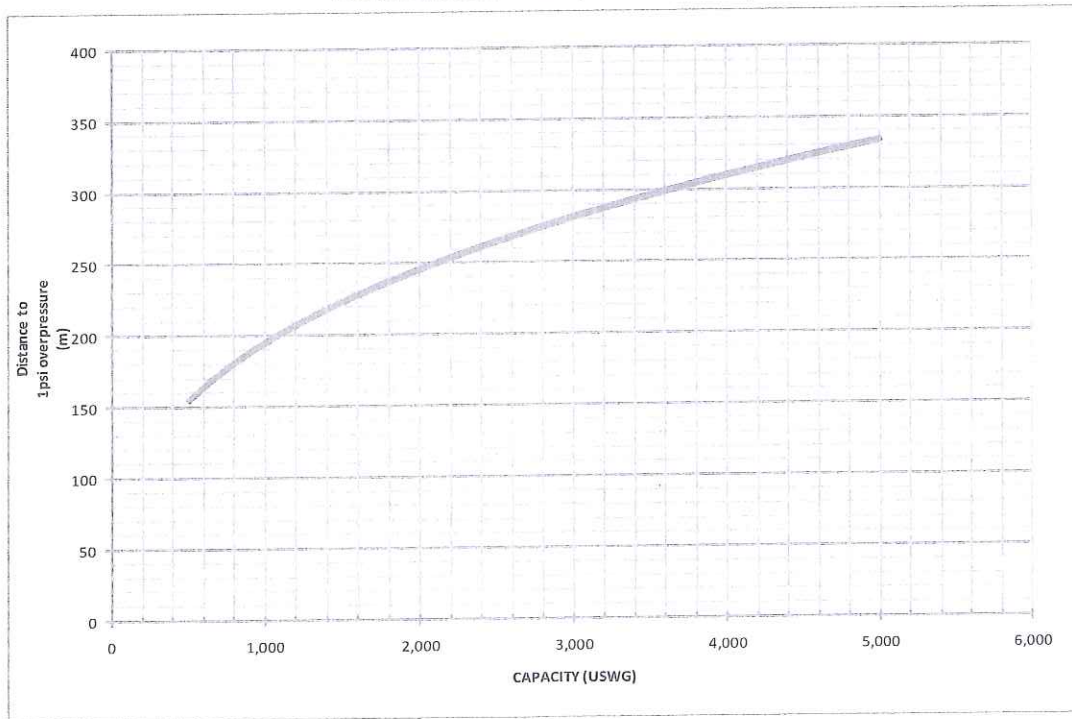
Table 1: Distance Table

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 Standards and Safety Authority**  
www.tssa.org

14th Floor - Centre Tower  
3300 Bloor Street West  
Toronto Ontario M8X2X4  
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")				Distance from Tank to Closest Building or Feature
	0	1	2-10	11+	
Industrial buildings or parks or golf courses Name: <u>None within Hazard Distance</u> Address: _____ City: _____ Province _____ Postal Code _____	X				<u>0</u> m
[REDACTED]			X		<u>225</u> m
Commercial building units specifically retail, restaurants, entertainment, theatres, and sporting complexes. Name: <u>Canadian Tire Store, Shopper's Drug Mart, Sunrise Shopping Centre(Various retailers), etc.</u> Address: <u>1400 Ottawa Street</u> City: <u>Mississauga</u> Province <u>ON</u> Postal Code _____			X		<u>60</u> m
Commercial building units – continuous occupancy specifically hotels, campgrounds, and resorts. Name: <u>None within Hazard Distance</u> Address: _____ City: _____ Province _____ Postal Code _____	X				<u>0</u> m
Sensitive institutions specifically hospitals, schools and day cares, nursing and retirement homes, mental health institutions, and prisons. Name: <u>Pluto Day Care</u> Address: <u>1284 Ottawa Street S</u> City: <u>Kitchener</u> Province <u>ON</u> Postal Code <u>N2E 1M1</u>		X			<u>245</u> m
Emergency responders specifically fire stations, ambulance stations, and police stations. Name: <u>None within Hazard Distance</u> Address: _____ City: _____ Province _____ Postal Code _____	X				<u>0</u> 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) <u>John Lastoria</u>	Official Title <u>E H &amp; S Specialist</u>
Signature 	Telephone No. <u>416-544-7608</u> Date (dd-mm-yyyy) <u>08-01-2012</u>



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

**WORKSHEET**

Portable Storage Additional Information Worksheet

Cylinder Size	Capacity in USWG	Quantity	Total Volume in USWG
# 420	123.9		
# 100	29.5		
# 40	11.75		
# 33.3	9.62		
# 30	8.8		
# 20	5.8	72	418 USWG
# 10	2.9		
# 5	1.5		
<b>Total Cylinder Capacity</b>			418 USWG

Tanks Stored On-site Not Connected for Use

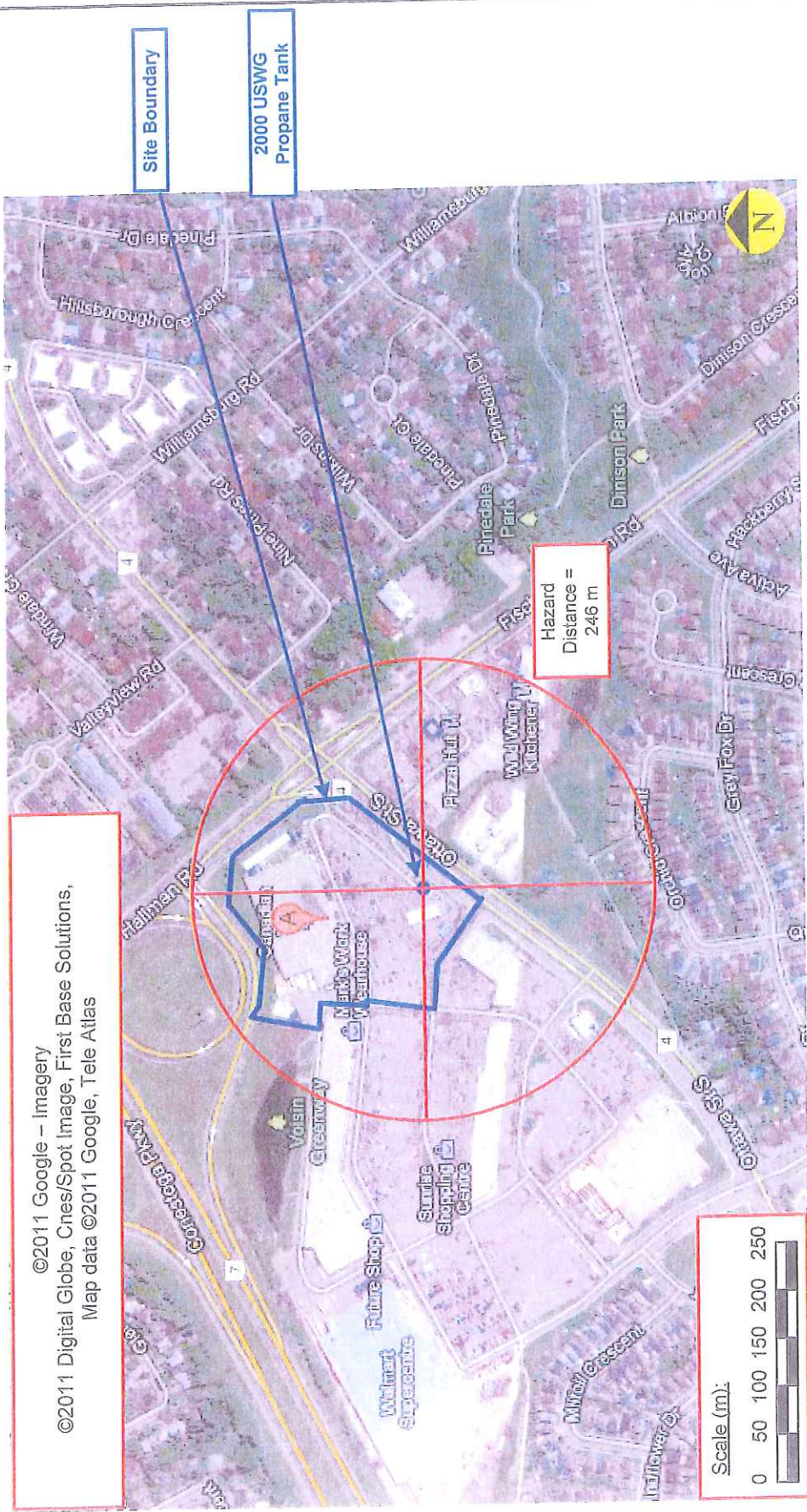
Tank Size In USWG	Quantity	Total Volume in USWG
2000 USWG	1	2000 USWG
<b>Total Tank Capacity</b>		2000 USWG

<b>Total Cylinder Capacity</b>	418 USWG
<b>Total Tank Capacity</b>	2000 USWG
<b>Total Portable Capacity</b> (Total Cylinder Capacity + Total Tank Capacity)	2418 USWG





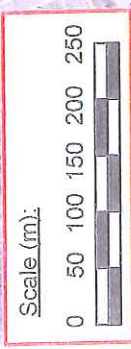




©2011 Google – Imagery  
 ©2011 Digital Globe, Cnes/Spot Image, First Base Solutions,  
 Map data ©2011 Google, Tele Atlas

Site Boundary  
 2000 USWG  
 Propane Tank

Hazard  
 Distance =  
 246 m



<p><b>Setback Distances to Site Boundary</b></p> <p>North: 151 m    East: 150 m          South: 16 m    West: 54 m</p>	<p><b>Municipality (as within the 1 psi overpressure circle)</b></p> <p>City of Kitchener</p>	<p><b>Map of Surrounding Area</b></p>
<p><b>Capacity of Propane Storage Tank</b></p> <p>Capacity of Propane Storage Tank = 2000 USWG</p>	<p><b>Municipal Contact</b></p> <p>Alain Pinard          Director of Planning          City of Kitchener          6<sup>th</sup> Floor, Berlin Tower, City Hall, P.O. Box 1118          200 King Street W, Kitchener, ON, N2G 4G7          Tel: (519) 741-2319          Email: <a href="mailto:alain.pinard@kitchener.ca">alain.pinard@kitchener.ca</a></p>	<p>Canadian Tire 1314          1400 Ottawa Street South, Kitchener, ON N2E 4E2          Part of Lot 47, German Company Tract,          Part of Registered Plan 1758, City of          Kitchener, Regional Municipality of Waterloo</p>
<p><b>GPS Co-ordinates of Propane Storage Tank</b></p> <p>GPS Co-ordinates = 43.415827, -80.512984</p>		<p>Drawn by: G. Brindisi    Date: December 14, 2011</p>
<p><b>Circular Distance to 1 psi overpressure</b></p> <p>Denoted by circle centred on tank; radial distance = 246 m</p>		