



EMERGENCY & SPILL RESPONSE PLAN

Tri-County Aggregates shall maintain a complete, updated copy of this plan in an accessible location on site at all times.

SPILLS CONTINGENCY PROGRAM

- ◆ Name: Tri-County Aggregates Ltd.
- ◆ Site Address: 391090 18th Line, East Garafraxa, ON
- ◆ Telephone: 416-746-3030
- ◆ Hours of Operation: 6 am – 6 pm
- ◆ Primary Contacts: Larry Pevato / Anna Noveva

PLAN IMPLEMENTATION REQUIREMENTS

This plan has been developed in accordance with the *Environmental Protection Act, R.S.O. 1990, Chapter E.19, last amended in 2010.*

The purpose of this plan is to protect human health and the environment from spills and release of hazardous materials.

Tri-County Aggregates Ltd. shall update this ESRP (Emergency and Spill Response Plan) regularly, so that the written Plan reflects actual site conditions and practices. At a minimum, Tri-County Aggregates Ltd. will update this Plan annually.

Tri-County Aggregates Ltd. shall fully implement this ESRP, as accepted and update, at all times.

No onsite activities may commence until Tri-County Aggregates Ltd. reviews and accepts this ESRP plan.

RESPONSIBLE PERSONNEL

This table identified the name(s), title(s), and contact information for the personnel responsible for implementing and updating the ESRP, and for responding to spills.

Responsibility	Name and Title	Contact Information
Implementing and Updating the ESRP Plan (primary contact)	Anna Noveva	Company: Tri-County Aggregates Ltd. Office Phone: 416-746-3030 Cell Phone: 647-206-2540
Implementing and Updating the ESRP Plan (secondary contact)	Dave Lain	Company: Tri-County Aggregates Ltd. Office Phone: 416-746-3030 Cell Phone: 905-330-2523
On-Site Spill Responder	Larry Pevato	Company: Tri-County Aggregates Ltd. Office Phone: 416-746-3030 Cell Phone: 416-668-2468
Spill Control and Clean-up Subcontractor	GFL Environmental	Company: GFL Environmental Office Phone: 1-800-541-2527 Cell Phone:

ROLES AND RESPONSIBILITIES

ROLE / FUNCTION	RESPONSIBILITIES
Emergency or Spills Response Coordinator (Larry Pevato / Anna Noveva)	Ultimately responsible for all activities related to the emergency or spill response, reporting and clean-up. Upon being informed of an emergency or spill, he/she will proceed to the site to confirm the incident, cause and severity and initiate response actions in accordance with the <i>Emergency and Spill Response Plan (EPSP)</i> . He/she will authorize all external communication and the use of off-site resources, liaise with others involved in the response and ensure clean-up is satisfactory. He/she will ensure that any required follow-up monitoring is conducted, equipment is inspected and that the ESRP is revised as required based on new information.
First Person On-Scene	All employees have the responsibility for emergency and spill detection and reporting. The first person on-scene should assess the situation and if safe and feasible, initiate initial containment and response procedures. He/she should notify the Emergency or Spills Response Coordinator as soon as possible and offer assistance as requested
Spills Response	A spill response team is mobilized at the direction of the Spills Coordinator. The team will carry out spill response practices and procedures and work cooperatively with outside contractors or authorities
Communications (Larry Pevato / Anna Noveva)	Responsible for liaison between the specific location of the spill or emergency and the Emergency or Spills Coordinator. He/she will provide the relevant information about the spill/emergency to other members of the response team, internal staff and outside authorities, as directed by the Coordinator.
Evacuation (Larry Pevato / Anna Noveva)	Responsible for ensuring that all employees have been evacuated and have assembled in a designated area(s). He/she will count all employees to determine whether all have evacuated the area and remain orderly and prepared to assist in the response actions, if necessary.
Fire Fighting (Larry Pevato / Anna Noveva)	Responsible for ensuring that all fire extinguishers are checked in accordance with Ministry of Labor regulations and that any fire prevention systems are tested and checked according to insurance and corporate requirements. He/she will co-ordinate all firefighting activities required on-site.
First Aid (Larry Pevato)	Responsible for the administration of standard first aid to injured employees.
Traffic (Larry Pevato)	Responsible for ensuring that the emergency or spill area is cleared of all unnecessary vehicles and equipment, and that access to hydrants, pumping connections and spills response equipment is maintained
Review Coordination (Anna Noveva)	Responsible for observing actions taken to respond to the emergency or spill and where appropriate, recording information about what was done to be used in post-event documentation. He/she will be responsible for all post-event documentation
Media Communication (Anna Noveva)	Responsible for all contact with the media and public during and following an emergency or spill
Physical Plant Co-ordination (Larry Pevato)	Responsible for the utility and service shut-down to the physical plant. He/she supervises the shutdown of all equipment and processes under the direction of the Emergency Coordinator
Alternates and Assistants	At least one alternate and assistant should be designated for each of these functions

SPILL REPORTING

In the event of a spill, Tri-County Aggregates Ltd. shall notify the required agencies immediately in accordance with the *Environmental Protection Plan, Section 92*.

Notice of Spills:

92. (1) Every person having control of a pollutant that is spilled and every person who spills or causes or permits a spill of a pollutant shall forthwith notify the following persons of the spill, of the circumstances thereof, and of the action that the person has taken or intends to take with respect thereto,

(a) the Ministry;

(b) any municipality within the boundaries of which the spill occurred or, if the spill occurred within the boundaries of a regional municipality, the regional municipality;

(c) where the person is not the owner of the pollutant and knows or is able to ascertain readily the identity of the owner of the pollutant, the owner of the pollutant; and

(d) where the person is not the person having control of the pollutant and knows or is able to ascertain readily the identity of the person having control of the pollutant, the person having control of the pollutant. R.S.O. 1990, c. E.19, s. 92 (1); 2002, c. 17, Sched. F, Table; 2005, c. 12, s. 1 (15).

See Appendix C: *SPILL RESPONSE DIAGRAM*, for site specific contact information.

REPORTABLE SPILLS

Spills are only reportable when they cause or are likely to cause any of the following adverse effects:

- ◆ harm or material discomfort to any person
- ◆ injures or damages property or animal life
- ◆ impairs the quality of the natural environment air, water or land
- ◆ causes adverse health effects
- ◆ presents a safety risk
- ◆ renders property, plant or animal life unfit for use
- ◆ leads to the loss of enjoyment of the normal use of property
- ◆ interferes with the normal conduct of business
- ◆ See [O.Reg 675/98](#) for classifications and exemptions of spills and reporting.

WHAT MUST BE REPORTED

- ◆ your name and phone number
- ◆ name of the company or individual responsible for the spill
- ◆ time and location of the spill

- ◆ type and quantity of material spilled (if you know)
- ◆ status of the spill, including actions being taken to control the spill
- ◆ Refer to [O.Reg 675/98](#) Part II for the full list of reporting requirements.

EMERGENCY TELEPHONE ROSTER

Local Police: 1-519-846-5930

Local Health Care Centre: 1-519-941-2702

Fire Department: 1-519-941-3083

MOE Spills Action Centre: 1-800-268-6060

Ontario Ministry of Labor: 1-800-5531-5551

East Garafraxa Public Works Department: 1-519-928-5298

Environment Canada (Environment Contamination Division):

SITE INFORMATION

Tri-County Aggregates Ltd. is a Category 3 – Pit Above Water, located on Lot 2 & 3, Concession 18 in Township of East Garafraxa, Dufferin County, Ontario.

Additional Site Specific information is available under:

- ◆ Appendix A: Site Plan
- ◆ Appendix B: Hydrogeologic Assessment

HAZARDOUS MATERIALS STORED ON SITE

- ◆ Fuel / Oil
- ◆ Lubricants
- ◆ Propane

PROTECTIVE SYSTEMS AND EMERGENCY RESPONSE EQUIPMENT ON SITE

The below list identifies the types of emergency systems and spill response equipment on site:

- ◆ First Aid Kits
- ◆ Security systems
- ◆ Portable eye wash fountains
- ◆ Various Tools
- ◆ Fire Suppression equipment
- ◆ Communications equipment
- ◆ Drum patching kits

SPILL PREVENTION

Every person who participates in site activities shall, in accordance with the regulations, develop and implement plans to:

- ◆ Prevent or reduce the risk of spills of pollutants; and
- ◆ Prevent, eliminate or ameliorate any adverse effects that result or may result from spills of pollutants, including
 - Plans to notify the Ministry, other public authorities and members of the public who may be affected by the spill, and
 - Plans to ensure that appropriate equipment, material and personnel are available to respond to a spill in accordance with the Environmental Management Plan, Section 91.1, 2005, c.12, s. 1(14)

BEST MANAGEMENT PRACTICES- REFUELING

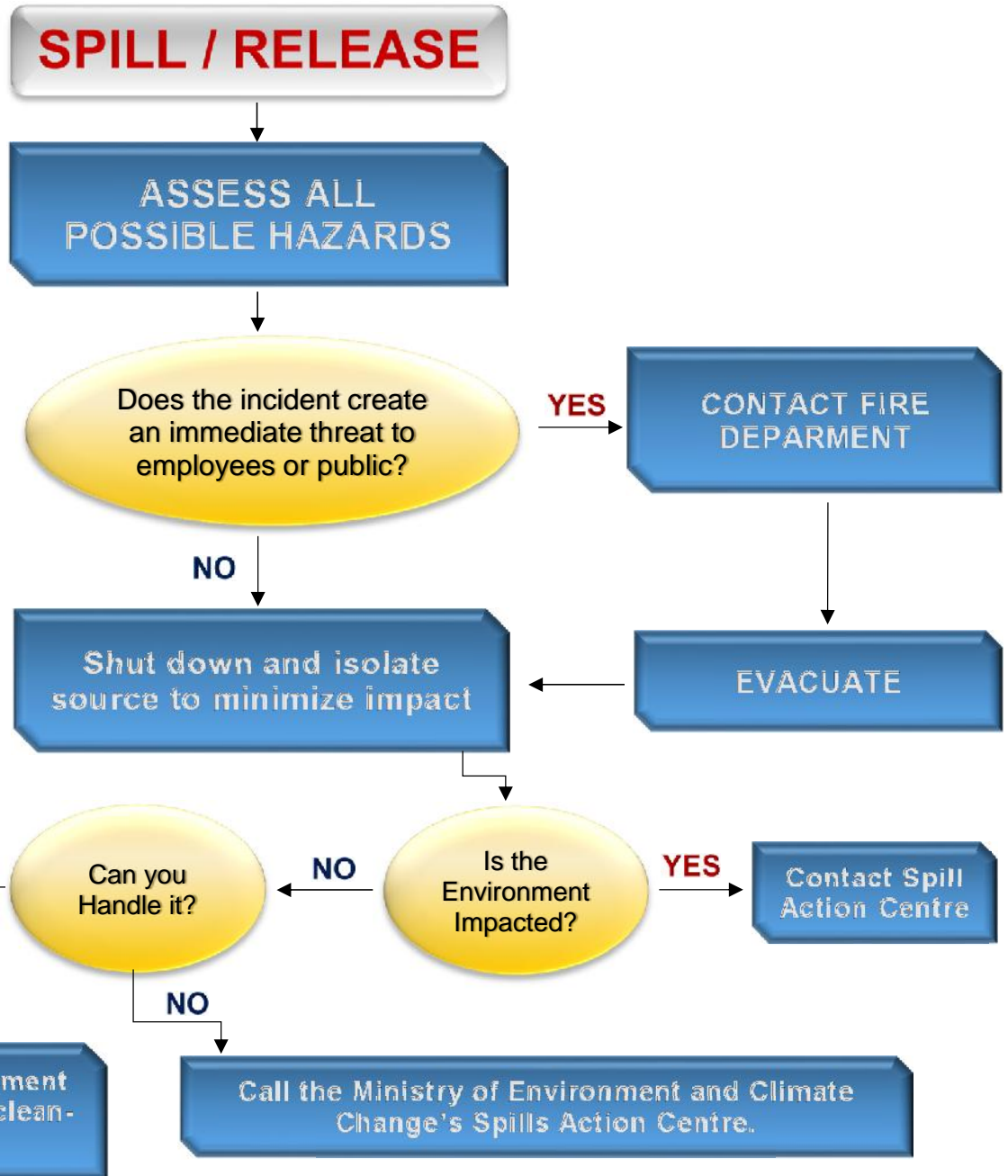
- ◆ Refueling must never be done while equipment is in operation or within a water body. All equipment should be refueled in designated areas.
- ◆ Refueling areas should be located on asphalt, concrete or clay fill with easy access to spill cleanup equipment.
- ◆ Refueling areas should be designated with appropriate surface water controls to prevent run-on of storm water and runoff of spills by employing such features as overhead covers, berms, perimeter drains, down gradient sumps, and oil/water separators in the drain system.
- ◆ Storage tanks and dispensing equipment should be located away from high traffic areas and protected against impacts with vehicles.
- ◆ Use absorbent materials on minor spills rather than hosing the area. Absorbents should be promptly and properly disposed.
- ◆ Vehicle and equipment operators should be trained in spill cleanup procedures and safe work practices.

SPILL PREVENTION AND RESPONSE TRAINING

The following personnel have received training in spill prevention, containment, and response:

NAME	DATE OF TRAINING	SIGNATURE

INCIDENT RESPONSE PROCEDURES



**MINISTRY OF ENVIRONMENT
SPILL ACTION CENTRE
1-800-268-6060**

**FIRE DEPARTMENT
(519) 941-3083**

**LOCAL EMERGENCY RESPONSE
911**