



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

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 0076604024-C

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.

Company Name Red Eagle Trailer Park Inc Ontario Corporation No., if applicable _____

A Operator Name (if different from above) Chris Challinor

Telephone No. (613) 337-5587 Fax No. (613) 337-5587 E-mail relax@campredeagle.ca

B Street No. 289 Street Name / 911 Number / Address, if applicable Wollaston Lake Road

Town / City or Township / County Coe Hill Province Ontario Postal Code K0L 1P0

Mailing address if different from above.

C Street No. _____ Street Name / 911 Number / Address, if applicable PO Box 119

Town / City or Township / County Coe Hill Province Ontario Postal Code K0L1P0

Information on Container Refill Centre or Filling Plant

Location of facility.

D Street No. 289 Street Name / 911 Number / Address, if applicable Wollaston Lake Rd Nearest Major Intersection Wollaston Lake Road and Beach Line

Town / City or Township / County Coe Hill Province Ontario Postal Code K0L1P0

Name of Licence Holder Red Eagle Trailer Park Inc

Name of a Senior Management person as defined in the regulation holding the Record of Training (ROT). Chris Challinor ROT type PPO-3

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

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 <u>Red Eagle Trailer Park Inc</u>	<u>Chris Challinor</u>	<u>28/10/2011</u>
Name of Senior Management person as defined in the Regulation holding the Record of Training <u>Chris Challinor</u>		



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SECTION A: GENERAL INFORMATION (cont'd)

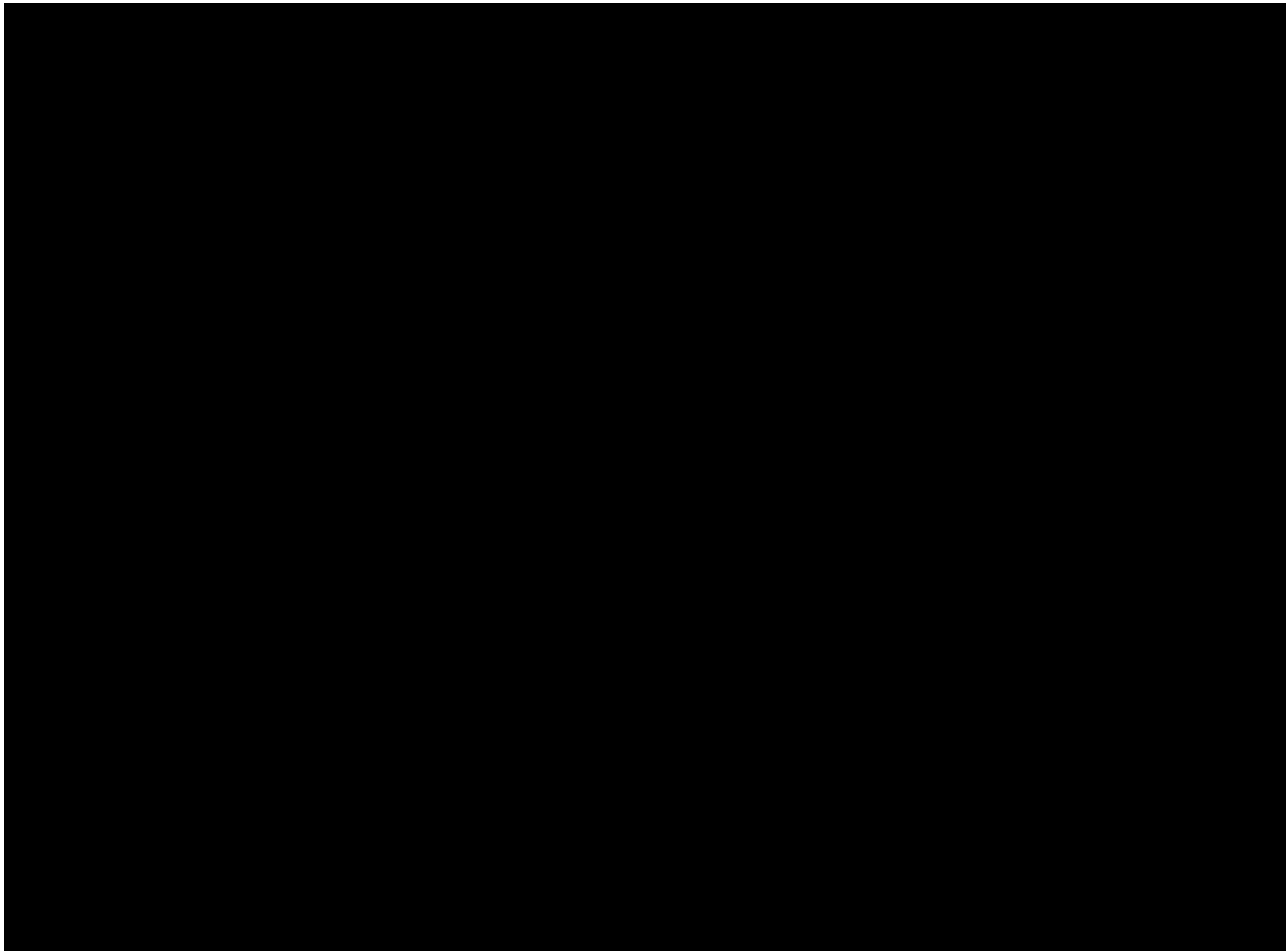
Indicate the year the facility was established. 2001 Indicate the year of any significant modifications, as defined in s.1, O.Reg 211/01, since establishment. N/A

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

	PSIG	Serial Number
Tank 1:	<u>250</u>	<u>6SF005599</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: 1000 USWG Portable: N/A Mobile: N/A



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Name of person completing this form (please print) <u>Chris Challinor</u>	Official Title <u>Owner Operator</u>
Signature 	Telephone No. <u>(613) 337-5587</u>
	Date (dd-mm-yyyy) <u>28/10/2011</u>



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SECTION A: GENERAL INFORMATION (cont'd)

Activity Information

Name of Propane Supplier(s) Kelly's Fuel			
Street No. 174	Street Name / 911 Number / Address, if applicable Hastings St. PO Box #119		
Town / City or Township / Country Bancroft		Province Ontario	Postal Code K0L 1C0
Telephone No. (613) 323-2294	Fax No. (613) 323-1570	Contact Name Roger Kellar	
E-mail rkellar@kellys.com			

Name of Propane Transporter. If same as above, please check box. <input checked="" type="checkbox"/>			
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 N/A	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		Postal Code
Telephone No.	Fax No.	Contact Name

Note: Customer storage is not considered off-site storage.

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Signature <i>Chris Challinor</i>	Telephone No. (613) 337-5587
	Date (dd-mm-yyyy) 28/10/2014



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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.

3 420Lbs. Tanks at house for heating

All other buildings and sites may have Propane Cylinders (20,30 and 100 lbs.) for BBQ, cooking and heating purposes

up to a max of 200lbs. per site.

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

5 No Smoking Signs

1 Fire Extinguishers

Emergency stop button

2 No Ignition Signs

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.

Fusible link is on cable that opens main valve. In the event of a fire the fusible link will melt and the valve will close automatically.

ISC - The internal safety control (ISC) valve will close if flow exceeds designed flow rate of 50 gpm.

Maintenance and testing schedule for fire protection controls and devices.

Kelly's Fuel yearly inspection

Daily inspection done by staff

Annual third party inspection on fire extinguishers

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Signature <i>Chris Challinor</i>	Telephone No. (613) 337-5587	Date (dd-mm-yyyy) 28/10/2011



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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 Chris Challinor	For Office Use - Party No.	Name Chris Challinor	For Office Use - Party No.
Official Title Owner Operator		Official Title Owner Operator	
Telephone No. (613) 337-5587	Fax No. (613) 337-5587	Cell No. (613) 334-2744	Fax No. (613) 337-5587
E-mail relax@campredeagle.ca		E-mail relax@campredeagle.ca	
Role and responsibilities in emergency First Responder - See Schedule 1		Role and responsibilities in emergency First Responder - See Schedule 1	
2. Facility Contact Personnel - Alternate Contact		6. Name of Facility Manager	
Name Karen Challinor	For Office Use - Party No.	Name Chris Challinor	For Office Use - Party No.
Official Title Owner Operator		Official Title Owner Operator	
Telephone No. (613) 334-2995	Fax No. (613) 337-5587	Telephone No. (613) 337-5587	Fax No. (613) 337-5587
E-mail relax@campredeagle.ca		E-mail relax@campredeagle.ca	
Role and responsibilities in emergency Alternate First Responder - See Schedule 1		Role and responsibilities in emergency First Responder - See Schedule 1	
3. Local Fire Services - Key Contact		7. Propane Supplier Key Contact Person	
Name Sarah McIntee	For Office Use - Party No.	Name Kevin Dupuis	For Office Use - Party No.
Official Title Fire Chief	E-mail	Official Title General Manager	E-mail kdupuis@kellysfuel.com
Telephone No. (613) 337-8569	Fax No.	Telephone No. (705) 745-4629	Fax No. (705) 745-3622
Role and responsibilities in emergency Coordinate Emergency Response		Role and responsibilities in emergency Provide site information and put ERAP into place if needed	
Fire Services Address 2283 County Road 620 Coe Hill Ontario K0L 1P0		Propane Supplier Address 2085 Whittington Drive Peterborough Ontario K9J 6X4	
4. Local Fire Services - Alternate Contact		8. Municipal Contact	
Name Dave Jackson	For Office Use - Party No.	Name Christina FitzSimons	For Office Use - Party No.
Official Title Deputy Chief	E-mail	Official Title CAO	
Telephone No. (613) 337-5747	Fax No.	Telephone No. (613) 337-5731	Fax No. (613) 337-5789
Role and responsibilities in emergency Alternate Coordinate Emergency Response		E-mail wollaston@bellnet.ca	
Fire Services Address 2283 County Road 620 Coe Hill Ontario K0L 1P0		Municipality Name and Address Wollaston Township Box 99 Coe Hill Ontario K0L 1P0	

Note: The contact info for the fire services are home numbers. 911 is the preferred way of contact.

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Signature <i>Chris Challinor</i>	Telephone No. (613) 337-5587
	Date (dd-mm-yyyy) 28/10/2011



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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.

Video Surveillance

CO Detector

Fire Alarm all linked with Alarm Force

Motion Lights

E-Stop

Directions for evacuation to emergency muster area will be delivered by blow horn to all campers within the park.

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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) 23-09-2011	Print Name of Training Provider: Beatty Petroleum Consulting Inc.
	Print Name of Instructor: Lisa Bremer
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) 23-09-2011	Print Name of Training Provider: Beatty Petroleum Consulting Inc.
	Print Name of Instructor: Lisa Bremer
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) 23-09-2011	Print Name of Training Provider: Beatty Petroleum Consulting Inc.
	Print Name of Instructor: Lisa Bremer
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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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) 01-05-2012	Print Name of Training Provider: Red Eagle Trailer Park Inc
	Print Name of Instructor: Karen Challinor
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) 01-05-2012	Print Name of Training Provider: Red Eagle Trailer Park Inc
	Print Name of Instructor: Karen Challinor
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) 01-05-2012	Print Name of Training Provider: Red Eagle Trailer Park Inc
	Print Name of Instructor: Karen Challinor
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).

See Schedule 1

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).

See Schedule 1

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).

See Schedule 1

Describe provisions for fire department entry when there are no operations or staffing at the propane site.

Trucks can drive through lift gate

Bolt cutters will be used to cut the padlock

Describe how the licence holder will ensure continual flow of updated information to authorities.

See Schedule 1

How long will it take the facility liaison person to respond to the site.

Chris Challinor lives on site.

Karen Challinor lives on site.

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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 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 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 type="checkbox"/>	<input checked="" 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)	67m _____	
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)	67m _____	

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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

If not, please explain (e.g., no fire services).

Fire services comments, if any:

See attached fire comments

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 Sarah McIntee	Sarah McIntee	28-10-2011

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Signature Chris Challinor	Telephone No. (613) 337-5587
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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)	Capacity of single largest propane storage vessel (USWG)		
27-09-2011	1000USWG		
Tank setback coordinates. Indicate placement on the map.			
Front:	100' 30.46m	Right side property line:	120' 36.57m
Rear:	640' 195.07m	Left side property line:	1030' 313.94m
GPS coordinates of single largest vessel:	44°51'03.47"N 77°49'37.05"W		

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Chris Challinor	Owner Operator	
Signature	Telephone No.	Date (dd-mm-yyyy)
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SECTION C: SUBMISSIONS (cont'd)

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

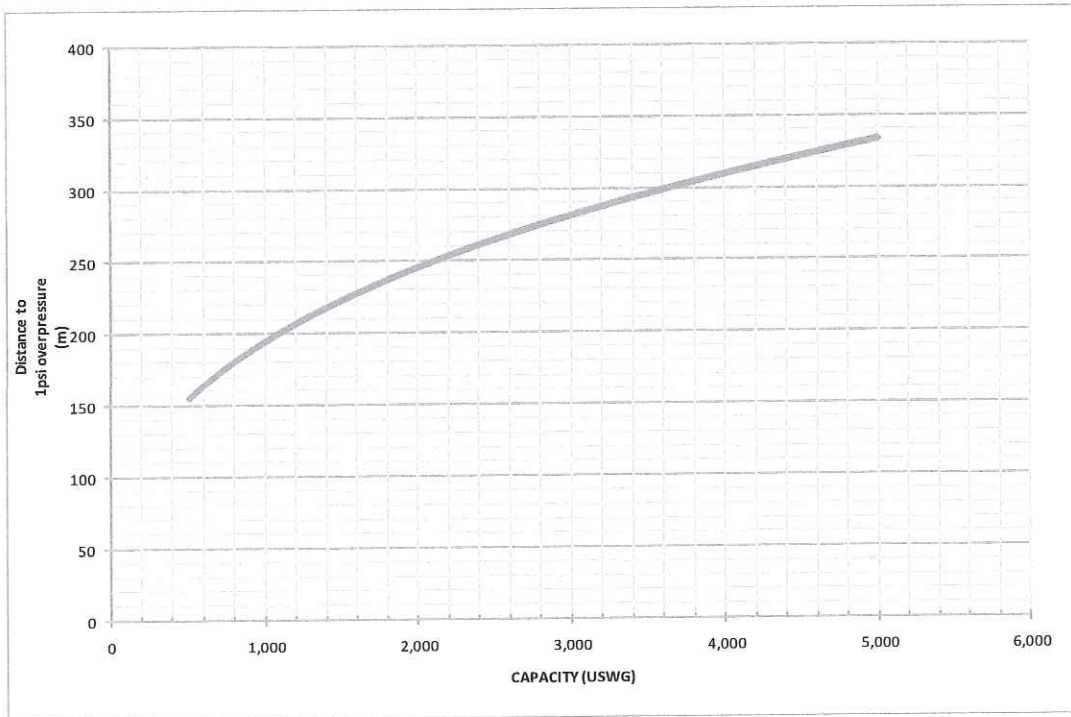
Table 1: Distance Table

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: <u>N/A</u> Address: _____ City: _____ Province _____ Postal Code _____	x				<u>0</u> m
Residential building units specifically permanent single family dwellings, condominiums, and apartments. [REDACTED]			7		<u>50</u> m
Commercial building units specifically retail, restaurants, entertainment, theatres, and sporting complexes. Name: <u>N/A</u> Address: _____ City: _____ Province _____ Postal Code _____	x				<u>0</u> m
Commercial building units – continuous occupancy specifically hotels, campgrounds, and resorts. Name: <u>N/A</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>N/A</u> Address: _____ City: _____ Province _____ Postal Code _____	x				<u>0</u> m
Emergency responders specifically fire stations, ambulance stations, and police stations. Name: <u>N/A</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>ALEX BEATTY</u>	Official Title <u>CONSULTANT</u>	
Signature 	Telephone No. <u>519-848-5800</u>	Date (dd-mm-yyyy) <u>13-01-2012</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

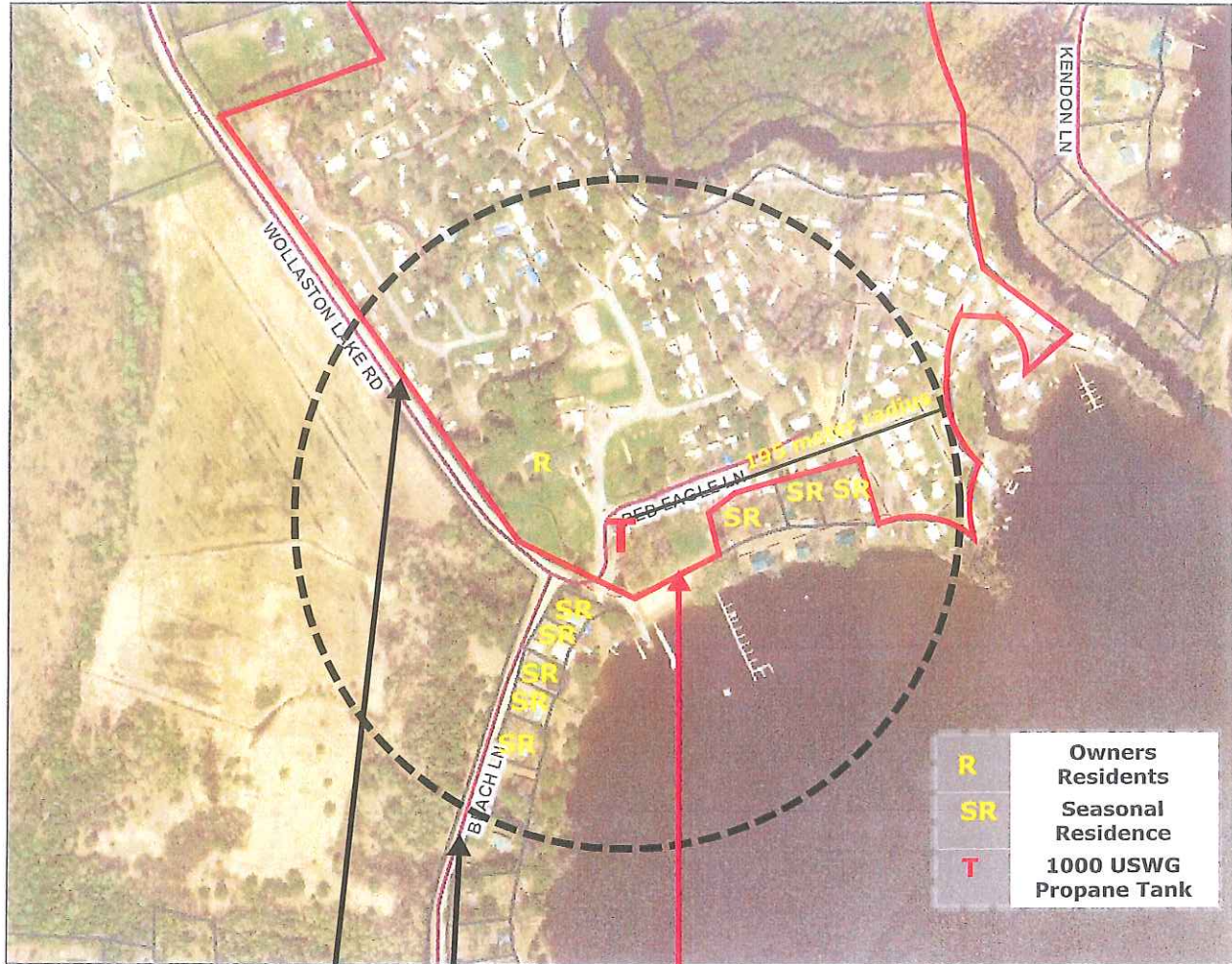
Cylinder Size	Capacity in USWG	Quantity	Total Volume in USWG
# 420	123.9		
# 100	29.5		
# 40	11.75		
# 33.3	9.62		
# 30	8.8		
# 20	5.8		
# 10	2.9		
# 5	1.5		
Total Cylinder Capacity N/A			

Tanks Stored On-site Not Connected for Use

Tank Size In USWG	Quantity	Total Volume in USWG
Total Tank Capacity N/A		

Total Cylinder Capacity	None
Total Tank Capacity	None
Total Portable Capacity (Total Cylinder Capacity + Total Tank Capacity)	None

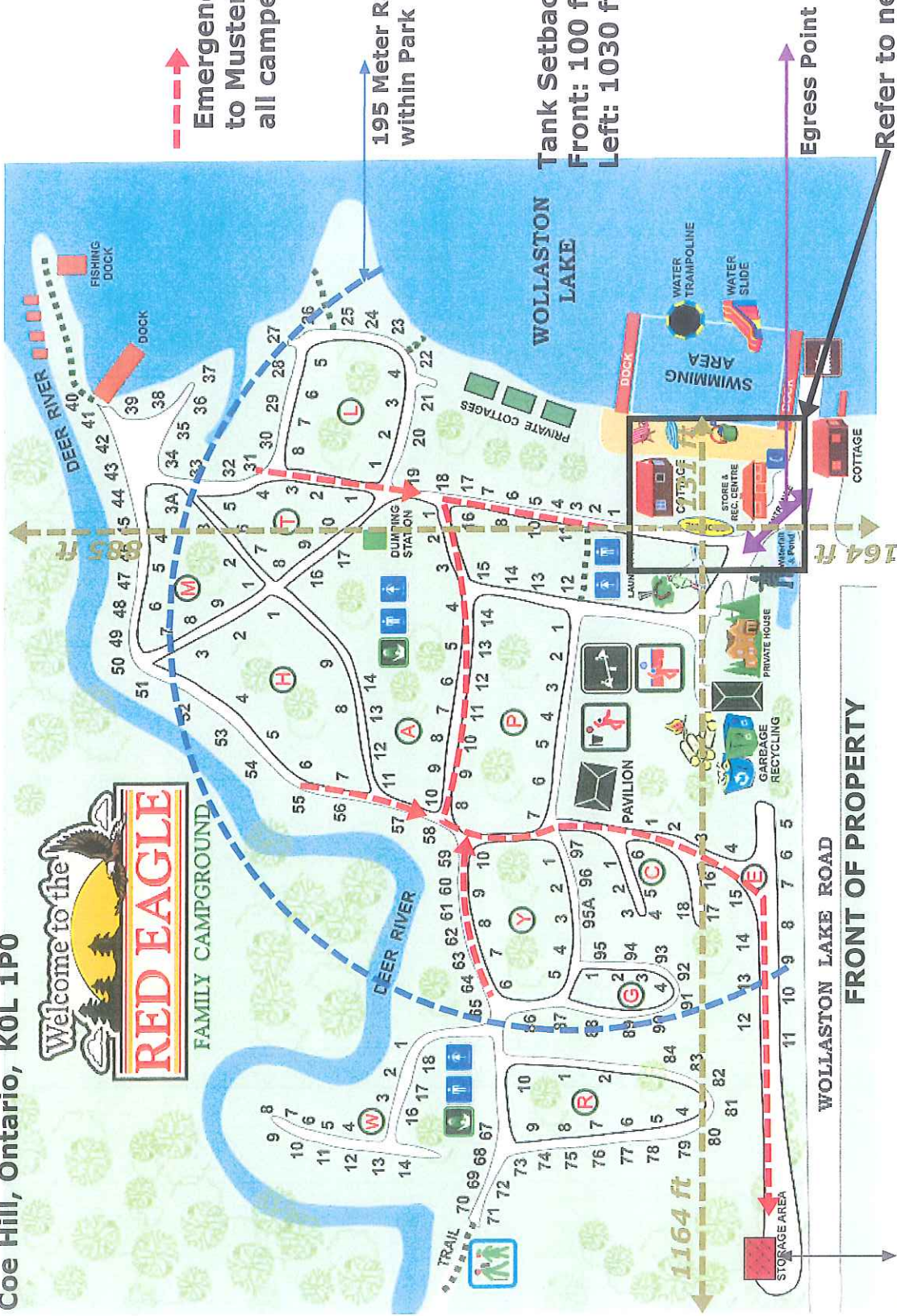
**195 Meter Radius Map
RED EAGLE TRAILER PARK INC.
289 Wollaston Lake Rd, Coe Hill, Ontario**



Wollaston Lake Rd Beach Rd Property Line

Location	289 Wollaston Lake Road, Coe Hill, Ontario K0L 1P0
Prepared	27 Sept 2011
Largest Tank	1000 USWG Horizontal Propane Tank
Tank Set Backs	Front = 100' / Back = 640' Left = 1030' / Right = 120'
Radius	195 Metre Radius
GPS Coordinates	44°51'03.47"N 77°49'37.04"W
Municipality 1	Wollaston Township
CAO	Christine FitzSimons
Address	90 Wollaston Lake Road, Box 99, Coe Hill, Ontario, K0L 1P0
Phone	613-337-5731
Fax	613-337-5789
Municipality 2	Hastings County
CAO	Jim Pine
Address	235 Annacle St., P.O. Box 4400, Belleville, Ontario K8N 3A9
Phone	613-966-1319 ext 3204
Fax	613-966-2574

Red Eagle Trailer Park Inc
 289 Wollaston Lake Road
 Coe Hill, Ontario, K0L 1P0



Emergency Route
 to Muster Area for
 all campers

195 Meter Radius
 within Park

Tank Setback Coordinates
 Front: 100 ft Back: 640 ft
 Left: 1030 ft Right: 120 ft











Egress Point

Refer to next page
 for expanded map
 around propane tank

FRONT OF PROPERTY

Emergency Muster Area

Red Eagle Trailer Park Inc. EXPANDED MAP

	Cylinder Fill house
	MSDS List
	Electrical Panel Shut Off
	Fire Extinguisher
	No Smoking
	Light Pole
	Bollards
	1000 USWG Propane Tank
	E-Stop Button
	Restricted Gated Entrance

289 Wollaston Lake Road
Coe Hill Ontario
K0L 1P0

Tank Setback Coordinates
Front: 100' Rear: 640'
Left: 1030' Right: 120'

