



Technical Standards and Safety Authority
345 Carlingview Drive
Toronto, Ontario M9W 6N9
Tel: 416.734.3300
Fax: 416.231.4078
Customer Service: 1.877.682.8772
propanelicensing@tssa.org
www.tssa.org

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 <i>Technical Standards and Safety Act</i> 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	For Office Use Only
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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		Corporation No.	
A Morgan Fuels LP			
Operator Name (if different from above)			
Morgan Fuels Inc.			
Telephone No.	Fax No.	E-mail	
8077372250	8077372617	mmorgan@morganfuels.ca	

B Street No.		Street Name / 911 Number / Address, if applicable	
19		Black Bear Road	
Town / City or Township / County		Province	Postal Code
Sioux Lookout		ON	P8T 1B3
Mailing address if different from above.			
C Street No.		Street Name / 911 Number / Address, if applicable	
		PO BOX 1029	
Town / City or Township / County		Province	Postal Code
Sioux Lookout		ON	P8T 1B3

Information on Container Refill Centre or Filling Plant

Location of facility.		Nearest Major Intersection	
Street No.		Street Name / 911 Number / Address, if applicable	
D 1280		Rosslyn Road	
Town / City or Township / County		Province	Postal Code
Thunder Bay		ON	P7E6V9

Name of Licence Holder	
Morgan Fuels	
Name of a Senior Management person as defined in the regulation holding the Record of Training (ROT)	
Alan Howie	
Municipality (or municipalities if the facility or its hazard distance touches multiple borders)	
City of Thunder Bay	
Hours of operation:	
Monday: 8 am 5 pm	Friday: 8 am 5 pm
Tuesday: 8 am 5 pm	Saturday: closed am pm
Wednesday: 8 am 5 pm	Sunday: closed am pm
Thursday: 8 am 5 pm	Holiday: am pm

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 Morgan Fuels Inc.		
Name of Senior Management person as defined in the Regulation holding the Record of Training Maxwell Morgan		19-Jun-2026



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SECTION A: GENERAL INFORMATION (cont'd)

Indicate the year the facility was established.

2026

Indicate the year of any significant modifications, as defined in s.1, O.Reg 211/01, since establishment.

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

	PSIG	Serial Number
Tank1:	250	T-247
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, on a separate document.

Fixed 2,000USWG Portable: 1,600 USWG Mobile 0

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Name of person completing this form (please print)	Official Title	
Maxwell Morgan	Operations Manager	
Signature	Telephone No.	Date (dd-mm-yyyy)
	807-737-2250	19-Jun-2026



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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.
See appendix A-Hazardous materials

Description of fire and emergency equipment indicated on facility site map.
E-stop located on main building and identified on the site map

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 located in the tank cabinet

Fire extinguisher located at filling location 20ABC

Maintenance and testing schedule for fire protection controls and devices.

Fire extinguishers inspected monthly and tested annually

Equipment inspected annually by supplier

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Name of person completing this form (please print) Maxwell Morgan	Official Title Operations Manager
Signature [Redacted]	Telephone No. 807-737-2250
	Date (dd-mmm-yyyy) 19-Jun-2026



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SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd)

1. Contacts for Emergency Response

1. Facility Contact Personnel - Key Contact

Name	For Office Use - Party No.
Jason Larrett	
Official Title	
Supervisor	
Telephone No.	Fax No.
807-633-9588	
E-mail	
jlarrett@morganfuels.ca	
Role and responsibilities in emergency	
Company spokesperson, program coordinator technical director	

5. Facility 24-Hour Contact Person

Name	For Office Use - Party No.
Jason Larrett	
Official Title	
Supervisor	
Cell No.	Fax No.
807-633-9588	
E-mail	
jlarrett@morganfuels.ca	
Role and responsibilities in emergency	
Company spokesperson, program coordinator technical director	

2. Facility Contact Personnel - Alternate Contact

Name	For Office Use - Party No.
Alan Howie	
Official Title	
Chief Operating Officer	
Telephone No.	Fax No.
807-737-2250	807-737-2617
E-mail	
ahowie@morganfuels.ca	
Role and responsibilities in emergency	
Company management, company spokesperson, program coordinator, technical director	

6. Name of Facility Manager

Name	For Office Use - Party No.
Jason Larrett	
Official Title	
Supervisor	
Telephone No.	Fax No.
807-633-9588	
E-mail	
jlarrett@morganfuels.ca	
Role and responsibilities in emergency	
Company spokesperson, program coordinator technical director	

3. Local Fire Services - Key Contact

Name	For Office Use - Party No.
Dave Tarini	
Official Title	E-mail
Fire Chief	dave.tarini@thunderbay.ca
Telephone No.	Fax No.
807-625-2102	
Role and responsibilities in emergency	
Municipal Emergency Response	

7. Propane Supplier Key Contact Person

Name	For Office Use - Party No.
Alan Howie	
Official Title	E-mail
Chief Operating Officer	ahowie@morganfuels.ca
Telephone No.	Fax No.
807-737-2250	807-737-2617
Role and responsibilities in emergency	
Company management, company spokesperson, program coordinator, technical director	

Fire Services Address
330 Vickers Street North, Thunder Bay, ON P7C 4B2

Propane Supplier Address
1950 Mountdale Avenue, Thunder Bay, ON, P7E 6V9

4. Local Fire Services - Alternate Contact

Name	For Office Use - Party No.
Martin Hynna	
Official Title	E-mail
Deputy Fire Chief	martin.hynna@thunderbay.ca
Telephone No.	Fax No.
807-625-2102	
Role and responsibilities in emergency	
Municipal Emergency Response	

8. Municipal Contact

Name	For Office Use - Party No.
Adrian Cordes	
Official Title	
Planning Services	
Telephone No.	Fax No.
807-625-2216	
E-mail	
adrian.cordes@thunderbay.ca	

Fire Services Address
330 Vickers Street North, Thunder Bay, ON P7C 4B2

Municipality Name and Address
111 Syndicate Avenue South, Thunder Bay, ON P7E 6S4

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Maxwell Morgan	Operations Manager
Signature	Telephone No.
	807-737-2250
	Date (dd-mmm-yyyy)
	19-Jun-2026



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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.

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Name of person completing this form (please print) Maxwell Morgan	Official Title Operations Manager
S [REDACTED]	Telephone No. 807-737-2250
	Date (dd-mmm-yyyy) 14-Jun-2026



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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-mmm-yyyy) 15-APR-2026	Print Name of Training Provider: Morgan Fuels
	Print Name of Instructor: Max Morgan
Training Date (dd-mmm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Training Date (dd-mmm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

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

Training Date (dd-mmm-yyyy) 16-APR-2026	Print Name of Training Provider: Morgan Fuels
	Print Name of Instructor: Max Morgan
Training Date (dd-mmm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Training Date (dd-mmm-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-mmm-yyyy) 10-Jun-2025	Print Name of Training Provider: Morgan Fuels-Canadian Propane Association
	Print Name of Instructor: Stephen Kennedy
Training Date (dd-mmm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Training Date (dd-mmm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

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Sign [Redacted]	Telephone No. 807-737-2250
	Date (dd-mmm-yyyy) 14-Jun-2026



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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-mmm-yyyy)	Print Name of Training Provider: Morgan Fuels
30-APR-2027	Print Name of Instructor: Max Morgan
Target Date (dd-mmm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Target Date (dd-mmm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

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

Target Date (dd-mmm-yyyy)	Print Name of Training Provider: Morgan Fuels
30-APR-2027	Print Name of Instructor: Max Morgan
Target Date (dd-mmm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Target Date (dd-mmm-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-mmm-yyyy)	Print Name of Training Provider: Morgan Fuels- Canadian Propane Association
30-APR-2028	Print Name of Instructor: Ashley Reynolds
Target Date (dd-mmm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Target Date (dd-mmm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

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Maxwell Morgan	Operations Manager	
Signature	Telephone No.	Date (dd-mmm-yyyy)
	807-737-2250	19-Jun-2026



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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).
Evacuation Warden gives warning to all staff, visitors and contractors on site by verbal contact. Evacuation Warden provides evacuation notice to the public by calling the numbers provided on our Emergency Response Plan

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).
Employees are trained in emergency response plan that has 2 muster locations the evacuation warden will notify everyone which muster point has been selected

Communication with Emergency Response Authorities

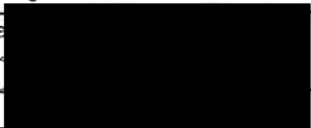
Describe when and how the licence holder will give early warning to emergency response authorities (including a process to ensure that a call is placed to 911).
In the event of an incident the supervisor and operations manager are tasked with notifying spill action and 911 this is separate from the duties of the evacuation warden

Describe provisions for fire department entry when there are no operations or staffing at the propane site.
Site is setup with 24 hour security monitoring that will notify key contacts of an issue and to be available to assist fire department with safety precautions, critical controls and site access

Describe how the licence holder will ensure continual flow of updated information to authorities.
information to authorities will be provided by the operations manager or seperate designate through the emergency situation as updates are required

How long will it take the facility liaison person to respond to the site.
during business hours immediately, after hours 15-30 minutes

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Signature 	Telephone No. 807-737-2250	Date (dd-mmm-yyyy) 19-Jun-2026



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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)?	☒	☐
2. Is there adequate night lighting at the site?	☒	☐
3. Are procedures in place that ensure access routes, aisles, storage area, filling areas and the grounds are kept clear from unwanted materials?	☒	☐
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?	☒	☐
5. Does the facility have procedures that include a process to isolate and purge any overfilled propane cylinders?	☒	☐
6. Are weighing systems validated for accuracy?	☒	☐
7. Are storage areas clearly marked with the vessels' capacity status (i.e., filled, empty, purged and other hazardous materials)?	☒	☐
8. Are quality assurance procedures in place to ensure that all valves are closed after the propane cylinders are filled?(e.g., QCC valves)	☒	☐
9. Is the schedule of maintenance and testing activities retained on site?	☒	☐

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?	☐	☒
2. Can the municipal fire department pump 375 GPM (1420 LPM) of water at this location?	☒	☐
3. What is the unobstructed distance to the closest water supply that could be used for firefighting activities? (distance in metres only)	60M	
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)	N/A	

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Signature 	Telephone No. 807-737-2250
	Date (dd-mm-yyyy) 19-Jun-2026



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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:

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-mmm-yyyy)

LOCAL FIRE SERVICES

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

Print name	Signature	Date (dd-mmm-yyyy)
Local Fire Services Name Kevin Anderson - Division Chief Fire Prevention		19-JUN-2026

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Sig	Telephone No. 807-737-2250	Date (dd-mmm-yyyy) 19-Jun-2026



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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-mmm-yyyy) 18-Jun-2026	Capacity of single largest propane storage vessel (USWG) 2,000
Tank setback coordinates. Indicate placement on the map.	
Front: 29M	Right side property line: 23M
Rear: 270M	Left side property line: 32M
GPS coordinates of single largest vessel: 328,461m E, 5359,149m N (16U)	

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SECTION C: SUBMISSIONS (cont'd)

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

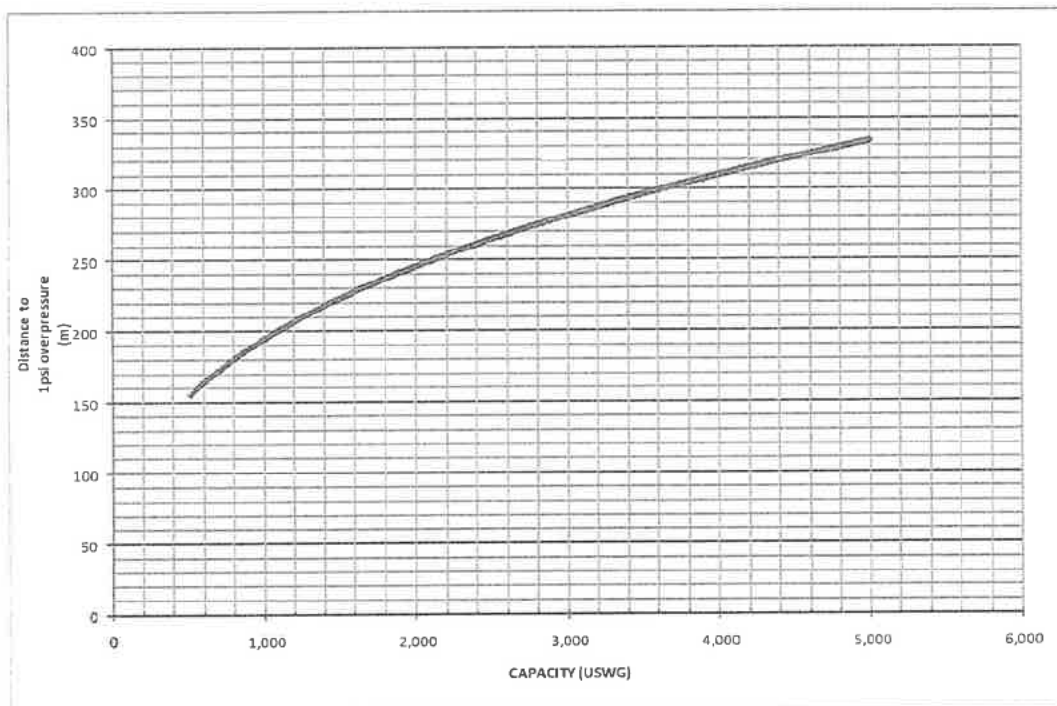
Table 1: Distance Table

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>Peppo</u> Address: <u>1250 Rosslyn Road</u> City: <u>Thunder Bay</u> Province <u>ON</u> Postal Code <u>P7E 6V9</u>			x		<u>97</u> m
Residential building units specifically permanent single family dwellings, condominiums, and apartments. Name: <u>[REDACTED]</u> Address: <u>[REDACTED]</u> City: <u>[REDACTED]</u>			x		<u>26</u> m
Commercial building units specifically retail, restaurants, entertainment, theatres, and sporting complexes. Name: <u>Neebing Lumber</u> Address: <u>1279 Rosslyn Road</u> City: <u>Thunder Bay</u> Province <u>ON</u> Postal Code <u>P7E 6V9</u>		x			<u>80</u> m
Commercial building units – continuous occupancy specifically hotels, campgrounds, and resorts. Name: <u>N/A</u> Address: _____ City: _____ Province _____ Postal Code _____					_____ m
Sensitive institutions specifically hospitals, schools and day cares, nursing and retirement homes, mental health institutions, and prisons. Name: <u>Martial Arts School</u> Address: <u>1320 Rosslyn Road</u> City: <u>Thunder Bay</u> Province <u>ON</u> Postal Code <u>P7E 6W1</u>		x			<u>194</u> m
Emergency responders specifically fire stations, ambulance stations, and police stations. Name: <u>N/A</u> Address: _____ City: _____ Province _____ Postal Code _____					_____ m

* For multi-unit buildings, count each unit as "1".

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Signature <u>[REDACTED]</u>	Telephone No. <u>807-737-2250</u>
	Date (dd-mm-yyyy) <u>19-Jun-2026</u>



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WORKSHEET

Portable Storage Additional Information Worksheet

Cylinder Size	Capacity in USWG	Quantity	Total Volume in USWG
# 420	123.9	5	519.5
# 100	29.5	10	295
# 40	11.75	20	235
# 33.3	9.62		
# 30	8.8	22	193.8
# 20	5.8	20	118
# 10	2.9	20	58
# 5	1.5		
Total Cylinder Capacity 1,517 USWG			

Tanks Stored On-site Not Connected for Use

Tank Size In USWG	Quantity	Total Volume in USWG
Total Tank Capacity 0		

Total Cylinder Capacity	1,517 USWG
Total Tank Capacity	
Total Portable Capacity (Total Cylinder Capacity + Total Tank Capacity)	1,517 USWG

*Information provided in this application is releasable under the Freedom of Information and Privacy Protection Act and may be disclosed upon request.

Appendix A – Hazardous Materials

Located in the Shop

- 50lbs Argon cylinder
- 50lbs CO2 cylinder
- (2) 100lb Oxygen cylinder

Located in the Flammables Cabinet

- 24 cans Brake Clean
- 30 Cans Spray Paint
- 12 Cans KL93
- 4 Truck Batteries

Fuel Storage is located 120M south of the propane dispenser, at the South-East corner of the tarp shelter.

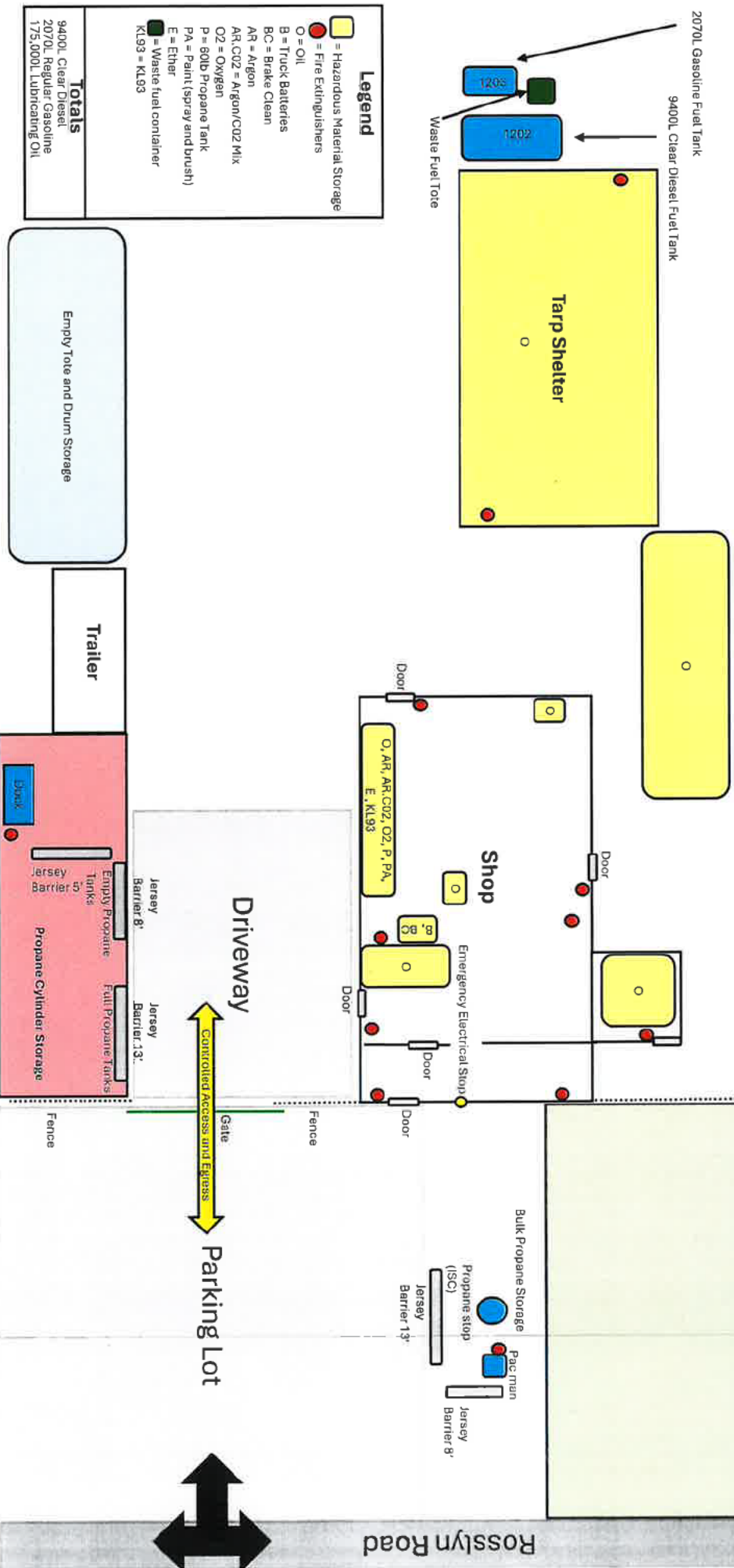
- 9400L Clear diesel
- 2070L Regular Gas

Lubricating oil is located in the warehouse attached to the shop, inside the tarp shelter, and beside the tarp shelter.

- 175,000L Lubricating oil

Ditch

MORGAN FUELS





Over-pressure within
City of Thunder Bay

1280 Rosslyn road, Thunder Bay ON - Property lines in yellow
Plan W-800 lot 2 NKR, City of Thunder Bay, District of Thunder Bay
Part of PIN 82008-0018
328,461m E 5359,149m N (16L)
Largest vessel 2,000 USWG - Marked with orange circle
Setbacks from property lines
Front: 29M Right: 23M
Rear: 270M Left: 32M
Dispenser GPS: 48,36218659250379, -89,31555877281141
Map Prepared June 19, 2026

Thunder Bay Planning Services
Adrian Cordes
807-625-2216
Adrian.cordes@thunderbay.ca
Over Pressure within City of
Thunder Bay



400 Sheldon Dr, Unit 1, Cambridge, ON, N1T 2H9
Toll Free Tel: 1-877-372-7233 Toll Free Fax: 1-800-667-4278
esa.cambridge@electricalsafety.on.ca

Certificate of Acceptance

COMMERCIAL ELECTRIC OF THUNDER BAY INC

611 SQUIER ST
THUNDER BAY ON
P7B 4A7

Telephone: (807)344-8781
Fax: (807)345-0236
Email:

Notice Date:	December 12, 2025
Notification Number:	18987366
Print Date:	December 12, 2025
Customer ID:	8008
Licence Number:	7000135

RE

MORGAN FUELS
1280 ROSSLYN RD
THUNDER BAY ON P7E 6V9

We hereby certify that the electrical installation at the aforementioned address, and as described herein, is accepted in accordance with the requirements of the Ontario Electrical Safety Code.

Locations: FRONT LAWN PROPANE DISPENSER AREA

Work Item	Description	Quantity
1	OUTLETS AND OTHER DEVICES Switches 1.000, CLASSIFIED Other 1.000, EMERGENCY STOP BUTTON Other 1.000, CLASSIFIED, 120V SOLENOID VALVE	3
2	LV MISCELLANEOUS EQUIPMENT - 1.50 HP Motors >=1HP 1.000, 1.50 HP	1
3	TRENCH INSPECTION Primary/Secondary Separate 1.000	1

The Electrical Safety Authority (ESA) operates as a delegated authority on behalf of the provincial government in accordance with Part VIII, section 113 of the Electricity Act, 1998, S.O. 1998, c.15, Sched. A.(the Act), and the Safety and Consumer Statutes Administration Act, 1996, S.O. 1996, c.19. ESA's mandate is to administer the Act and corresponding Regulations on behalf of the Province of Ontario.

ESA is a not-for-profit corporation under the direction and control of a Board of Directors and is accountable to the Ministry of Public and Business Service Delivery and Procurement in accordance with an Administrative Agreement.