



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
 propane@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 Technical Standards and Safety Act**

Licence Number

Check applicable type of propane operations.

Cylinder Motor Fill Filling Plant Card/Keylock

Submit along with this completed application a Facility Site Plan and a Map of the Surrounding Area.



SECTION A: GENERAL INFORMATION

The Undersigned applies to TSSA for a review for an RSMP under Ontario's *Technical Standards and Safety Act*, Propane Storage and Handling Regulation.

A Company Name Corporation No.

Operator Name (if different from above)

Telephone No. Fax No. E-mail

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

Town / City or Township / County Province Postal Code

Mailing address if different from above.

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

Town / City or Township / County Province Postal Code

Information on Container Refill Centre or Filling Plant

Location of facility.

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

Town / City or Township / County Province Postal Code

Name of Licence Holder

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

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

Hours of operation



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SECTION A: GENERAL INFORMATION (cont'd)

Indicate the year the facility was established. 2017 Indicate the year of any significant modifications, as defined in s.1, O.Reg 211/01, since establishment. N/A

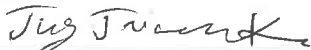
Identify the psig rating and serial number for each fixed propane storage tank on site.

	PSIG	Serial Number
Tank 1:	<u>250 psig</u>	<u>270-17</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: 145 USWG Mobile: 0 USWG

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>Jug Jiwan Kumar</u>	Official Title <u>Owner</u>	
Signature 	Telephone No. <u>613.961.7222</u>	Date (dd-mmm-yyyy) <u>30-09-2017</u>



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

Name of Propane Supplier(s) Earl Rosebush Fuels		For Office Use - Party No.	
Street No. 4026	Street Name / 911 Number / Address, if applicable Old Highway #2		
Town / City or Township / Country Belleville		Province Ontario	Postal Code K8N 4Z4
Telephone No. 613.966.1372	Fax No. 613.967.9920	Contact Name Derek Rosebush	
E-mail derek@rosebushfuels.com			

Name of Propane Transporter. If same as above, please check box. <input type="checkbox"/>		For Office Use - Party No.	
Primemax Energy Inc.			
Street No. 2558	Street Name / 911 Number / Address, if applicable Cedar Creek Road R.R. #1		
Town / City or Township / Country Ayr		Province Ontario	Postal Code N0B 1E0
Telephone No. 1-519-740-8209	Fax No. 1-519-740-1015	Contact Name Mike Taylor	
E-mail primemax@primemaxenergy.com			

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		Province / Postal Code
Telephone No.	Fax No.	Contact Name

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

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SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN

The licence holder will complete Section B in consultation with the local Fire Services.

Description of the maximum volume, types and storage location of other hazardous materials on site, if any.

There are chemicals associated with the Car Wash and typical petroleum products associated with the gas station such as oil and antifreeze etc. Petroleum is stored in underground double walled fibreglass tanks.

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

There will be a fire extinguisher at the propane tank and there are fire extinguishers located at the dispenser islands and inside the C-Store

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.

The tank is equipped with a fusible link that will melt in case of a fire. This will close the internal valve and stop any flow of propane to the cylinder being filled. There will be a remote emergency shutdown button at the tank to stop the pump. There are no other special features at this site.

Maintenance and testing schedule for fire protection controls and devices.

The tank and equipment are checked annually by the propane supplier and the Technical Standards & Safety Authority inspector will inspect the tank and the emergency shut-down system annually

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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 Jugjiwan Kumar	For Office Use - Party No.	Name Jugjiwan Kumar	For Office Use - Party No.
Official Title Owner		Official Title Owner	
Telephone No. 613.961.7222	Fax No. N/A	Cell No. 905.409.2992	Fax No. N/A
E-mail Ultrashine98@gmail.com		E-mail Ultrashine98@gmail.com	
Role and responsibilities in emergency To insure all employees are trained in the Emergency Plan annually and to make sure all equipment is maintained and operational. Calls 911		Role and responsibilities in emergency Insures site Emergency Equipment is maintained and site is clear and individuals are trained under Code requirements	
2. Facility Contact Personnel - Alternate Contact		6. Name of Facility Manager	
Name Dushyant Joshi	For Office Use - Party No.	Name Dushyant Joshi	For Office Use - Party No.
Official Title Manager		Official Title Manager	
Telephone No. 613.961.7222	Fax No. N/A	Telephone No. 613.961.7222	Fax No. N/A
E-mail Dushyantkj@gmail.com		E-mail Dushyantkj@gmail.com	
Role and responsibilities in emergency Assists with Emergency Procedures and makes sure customers and staff have evacuated the buildings. Also calls 911 as others should too.		Role and responsibilities in emergency Same as Item 2	
3. Local Fire Services - Key Contact		7. Propane Supplier Key Contact Person	
Name Mark MacDonald	For Office Use - Party No.	Name Derek Rosebush	For Office Use - Party No.
Official Title Fire Chief	E-mail mmacdonald@city.belleville.on.ca	Official Title President	E-mail derek@rosebushfuels.com
Telephone No. 613.962.2010	Fax No. 613.968.7497	Telephone No. 613.966.1372	Fax No. 613.967.9920
Role and responsibilities in emergency Coordinates Fire Prevention services for City of Belleville and reports to Fire Chief and coordinates Fire Prevention services resources.		Role and responsibilities in emergency Knows the Emergency Response Group and can arrange for equipment to come to the site in case of emergencies and can coordinate industry response	
Fire Services Address Belleville Fire Department, 60 Bettess Street, Belleville, ON. K8N 3W5		Propane Supplier Address Earl Rosebush Fuels, 4026 Old Highway #2, Belleville, ON. K8N 4Z4	
4. Local Fire Services - Alternate Contact		8. Municipal Contact	
Name John Lake	For Office Use - Party No.	Name Matt Macdonald	For Office Use - Party No.
Official Title Senior Fire Prevention Officer	E-mail jlake@city.belleville.on.ca	Official Title City Clerk	
Telephone No. 613.962.2010	Fax No. 613.968.7497	Telephone No. 613.968.6481 Ext: 3256	Fax No. 613.967.3206
Role and responsibilities in emergency Assist chief with coordination of Fire Services resources and Fire Prevention within the County.		E-mail mtmacdonald@city.belleville.on.ca	
Fire Services Address Belleville Fire Department, 60 Bettess Street, Belleville, ON. K8N 3W5		Municipality Name and Address City of Belleville, City Hall, 169 Front St., Belleville, ON. K8N 2Y8	

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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) 30-10-2017	Print Name of Training Provider: Earl Rosebush Fuels
	Print Name of Instructor: Derek Rosebush
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) 30-10-2017	Print Name of Training Provider: Earl Rosebush Fuels
	Print Name of Instructor: Derek Rosebush
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) 18-09-2017	Print Name of Training Provider: Promar Petroleum
	Print Name of Instructor: Mike Martin
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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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) 29-10-2018	Print Name of Training Provider: Shell Shop
	Print Name of Instructor: Jug Jiwan Kumar
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) 29-10-2018	Print Name of Training Provider: Shell Shop
	Print Name of Instructor: Jug Jiwan Kumar
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) 14-09-2020	Print Name of Training Provider: TBD
	Print Name of Instructor:
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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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 attendant on site will notify the manager in the C-store a problem has occurred after pressing the ESD switch and closing the ISC valve. The manager will inform staff and the proceed to inform customers at the fuel dispensers and inside the C-Store an issue has been identified and they should leave the site. Staff will proceed to the "Muster Point". The Manager will make a call to 9-1-1 and request fire and police response.

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).
 After a warning is issued the manager will block off the entrance/exits to the site. Once the area is free of customers the staff will meet at the "Muster Point" (See Drawing P-101) and await the arrival of 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).
 Once an emergency situation is confirmed at the propane facility, the Manager will call 911 to ask for Fire and Police response. The Manager always carries a cell phone and also has access to a phone inside the main office/C-store building.

Describe provisions for fire department entry when there are no operations or staffing at the propane site.
 The site is open so access to the site is available to the Emergency Responders from the City of Belleville as it is a 24/7 operation. If for some reason there is a need to gain access to the pumping equipment under the tank the Fire Responders can bolt cut the lock on the equipment enclosure if need be.

Describe how the licence holder will ensure continual flow of updated information to authorities.
 The manager will be on site as the site during daylight hours. When Emergency Responders come to the site the Owner or Manager will meet with them and will identify himself/herself as the person who is responsible for the propane and will communicate directly with the Emergency Responders.

How long will it take the facility liaison person to respond to the site.
 15 - 30 minutes

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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 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)		66 m
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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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:
A FEW CORRECTIONS REQUIRED ON Pg 5.

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 John Lake, Senior Fire Prevention Officer	<i>John Lake</i>	10-18-2017 10/23/2017

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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) 02-08-2017	Capacity of single largest propane storage vessel (USWG) 1000 USWG
Tank setback coordinates. Indicate placement on the map.	
Front: <u>13.7 m</u>	Right side property line: <u>6.6 m</u>
Rear: <u>70.8 m</u>	Left side property line: <u>67.6 m</u>
GPS coordinates of single largest vessel: <u>Lat 44°8'45.13"N Long 77°24'30.71"W</u>	

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SECTION C: SUBMISSIONS (cont'd)

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

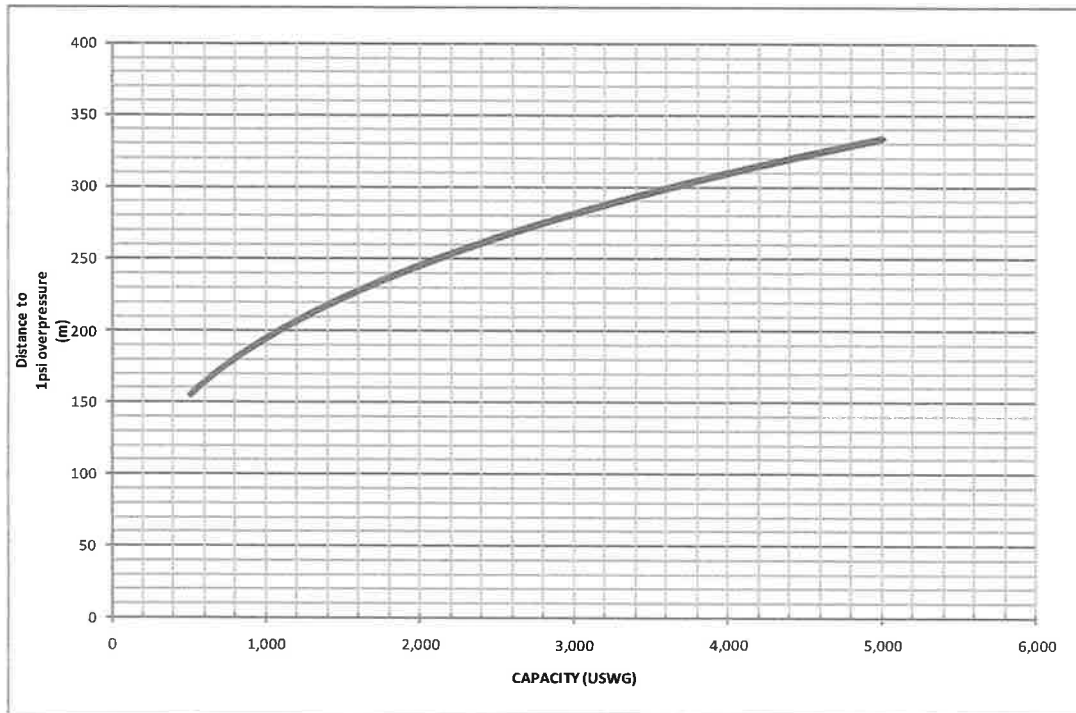
Table 1: Distance Table

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: _____ Address: _____ City: _____ Province _____ Postal Code _____	X				_____ m
				X	8 m
Name: <u>Birdy's</u> Address: <u>449 Dundas Street West</u> City: <u>Belleville</u> Province <u>Ontario</u> Postal Code <u>K8P 1B6</u>			X		73 m
Commercial building units – continuous occupancy specifically hotels, campgrounds, and resorts. Name: <u>Appledene Plaza</u> Address: <u>444 Dundas Street West</u> City: <u>Belleville</u> Province <u>Ontario</u> Postal Code <u>K8P 1B7</u>			X		107 m
Sensitive institutions specifically hospitals, schools and day cares, nursing and retirement homes, mental health institutions, and prisons. Name: <u>Hastings Manor Long Term Care Facility</u> Address: <u>476 Dundas Street West</u> City: <u>Belleville</u> Province <u>Ontario</u> Postal Code <u>K8P 1B8</u>		X			79 m
Emergency responders specifically fire stations, ambulance stations, and police stations. Name: _____ Address: _____ City: _____ Province _____ Postal Code _____	X				_____ 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>Jug Jiwan Kumar</u>	Official Title <u>Owner</u>
Signature 	Telephone No. <u>613.961.7222</u> Date (dd-mmm-yyyy) <u>30-09-2017</u>



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
 propane@tssa.org
 www.tssa.org

Level 1 Risk and Safety Management Plan (RSMP)
Technical Standards and Safety Act
 Propane Storage and Handling Regulation

WORKSHEET

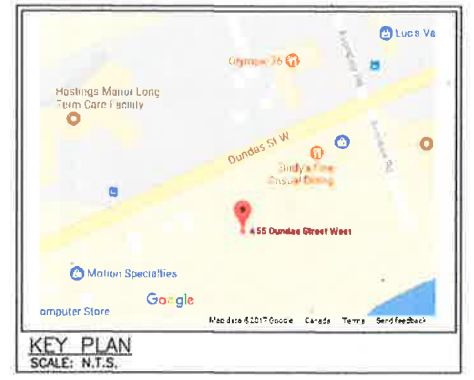
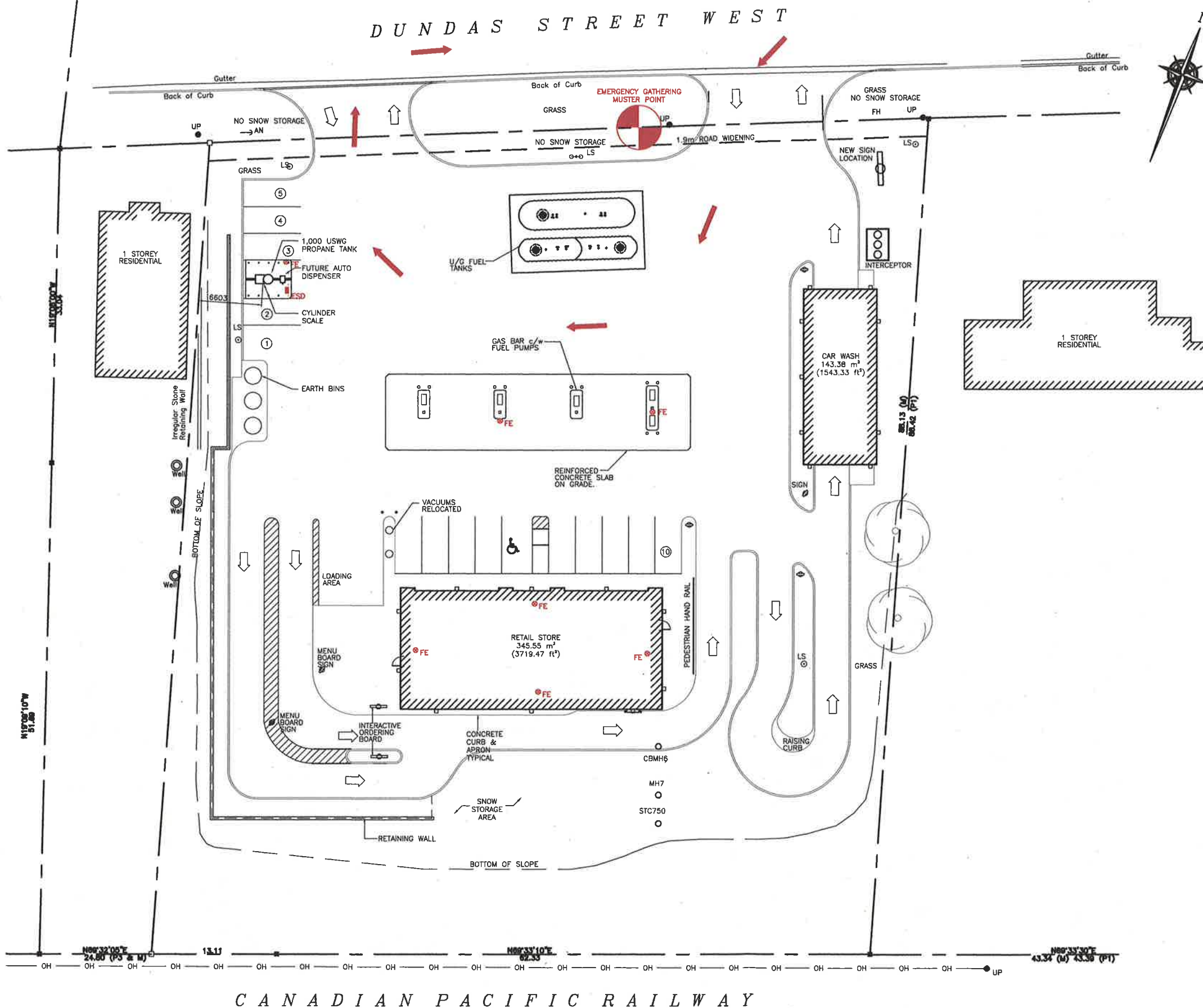
Portable Storage Additional Information Worksheet

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	25	145 USWG
# 10	2.9		
# 5	1.5		
Total Cylinder Capacity			145 USWG

Tanks Stored On-site Not Connected for Use

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

Total Cylinder Capacity	145 USWG
Total Tank Capacity	0 USWG
Total Portable Capacity (Total Cylinder Capacity + Total Tank Capacity)	145 USWG



SITE DATA:

ZONING INFORMATION:	HIGHWAY COMMERCIAL CH-9
LOT AREA:	6,538.1sq.m.
BUILDING AREA:	488.9sq.m.
LOT COVERAGE OF BUILDING:	7.4%

PROPERTY LINE SETBACKS FOR PROpane TANK

NORTH	14.0m
SOUTH	70.5m
EAST	67.8m
WEST	6.8m

GPS COORDINATES

LATITUDE	LONGITUDE
44° 8'45.13"N	77°24'40.71"W

- LEGEND:**
- FE ⊙ FIRE EXTINGUISHER
 - FH ⊙ FIRE HYDRANT
 - ESD ⊙ EMERGENCY SHUT-DOWN
 - FIRE ROUTE
 - ⊙ MUSTER POINT (OPTION BASED ON WIND DIRECTION)

No.	Date	Description	By
2	SEP. 18, '17	TANK RELOCATED, PARKING REVISED	JRK
1	SEP. 14, '17	REVISED TANK SLAB	JRK
0	SEP. 05, '17	ISSUED FOR RSMP	JRK



ALTENG Inc.
Alternative Energy Consulting
126 Holm Crescent, Thornhill, Ontario L3T 5J3
Telephone: (905)764-1644 Fax: (905)764-5986

Project: 2313238 Ontario Inc. (o/a SHELL SHOP) 405 Dundas Street West Belleville, ON. K8P 1B6	Drawn By: D.J. Checked By: J.R.K. Date: MAR. 14 '17						
Drawing Title: FIRE PROTECTION PLAN FOR 1,000 USWG PROpane TANK c/w CYLINDER SCALE	Drawing Scale: 1:200						
Drawing Number: P-101	File Number: 171400						
<table border="1"> <tr> <th colspan="2">ACAD INFORMATION</th> </tr> <tr> <td>Drawing File: 171400-P-101</td> <td>Drawing Size: D</td> </tr> <tr> <td>Plotting Scale: 1=1</td> <td></td> </tr> </table>		ACAD INFORMATION		Drawing File: 171400-P-101	Drawing Size: D	Plotting Scale: 1=1	
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