



June 23, 2015.

Tracey Braun,  
Director Environmental approval  
Manitoba Conservation and water Stewardship  
Second Floor, 123 Main Street.  
Winnipeg.

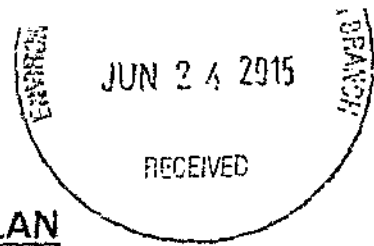
Tracey,

Please find USB drive for our licence amendment proposal. We already had sent you a copy on May, 2014. Since we wanted to expand our business and add a new shop for processing used oil containers, Raj asked me to resend a new application with details on proposed expansion.

On USB storage, you will find original submission and we have also printed hard copies of the detail expansion proposal.

Please review and do not hesitate to contact me for more information.

Best regards.



## ENVIRONMENTAL CONTINGENCY PLAN

**FACILITY NAME :** Notre Dame Used Oil

**ADDRESS**

SE 13-6-9 W – Municipality of Lorne - Box 123 – ROG 1M0 Notre Dame de Lourdes, MB

Road 32 W – yard 48079: directions

**PHONE NUMBER**

204-248-2110

**SECTION 1 – CONTACT INFORMATION**

**EMERGENCY TELEPHONE NUMBERS**

POSITION	NAME	DAY	NIGHT	CELL
Fire Department	Notre Fire Dept	911		
Police	Treherne Detachment	204-723-2345	911	
Ambulance		911		
Hospital	Notre Dame Hospital	204-248-2112		
MB Environment	Spill report Centre	204-945-4888		
MB Environment	Portage Office	204-239-3187		
MB Health (Public Health Branch)		204-788-6735		
Manitoba Hydro	Emergency Number	888-624-9376		
MB Highways		204-945-5617		
Notre Dame Public Works Dept	Mario Girouard	204-248-7290	204-248-2470	
Canutec		613-996-6666		
Amec		204-488-2997		
Miller Environmental	Marcel Bissonnette	204-594-9260		771-1293
Tervita	Mark Bolinck			

**NOTE:**

Notre Dame Used Oil or CANUTEC provides information and communications assistance in case of transport emergencies involving dangerous goods. Its product information bank has been prepared primarily for transport emergencies, but it can also provide response information for non-transport emergencies involving dangerous goods.

**REPORTING:**

Emergencies involving Petroleum products over 100 litres must be reported promptly to the nearest regional or provincial environmental emergency office as well as local fire or police.

**ENVIRONMENTAL CONTINGENCY PLAN UPDATE:**

Local fire departments should be invited to inspect your facility at least once a year. They should be familiar your Environmental Contingency Plan and should be given in advance, information on quantities, locations, and type of hazardous material in the facility. The Environmental Contingency Plan should be updated after every significant change and at least annually. This should be noted as below:

DATE OF LAST E.C.P. : October 1 2014

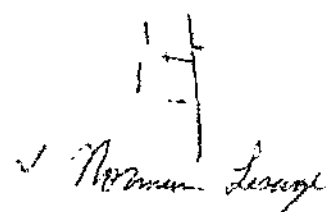
FACILITY MANAGER: Norman Lesage

(Signature)

(date) Le 21 juin 2015

FIRE DEPT. OFFICIAL:

(Signature)



(date) Le 23 juin 2015

NAME OF DEPARTMENT: Notre Dame Fire Department

(Fire Chief-Norm Lesage 204-248-2793)

**SURROUNDING OCCUPANCIES & LAND USE:**

NORTH Rod Delaquis

SOUTH Theroux Farm

EAST Jean and Veronique Dizengremel

WEST Rod Delaquis

**LOCATION OF EMERGENCY:**

**SELF-CONTAINED BREATHING APPARATUS**

Notre Dame Fire Department

**SPARE COMPRESSED BREATHING AIR TANKS**

Same as above. Additional air tanks can be accessed through Mutual Aid

**EARTH MOVING EQUIPMENT (Listed by proximity to site)**

Company	Name	Equipment	Business Hours	Non Business Hrs	Cellular
Collet Gravel (Notre Dame)	Denis Collet	Loader Gravel trucks	204-248-2418	204-248-2582	204-745-7992
Joe Lesage Trucking (Notre Dame)	Joe Lesage	Loader Gravel trucks	204-745-7527	204-248-2185	204-745-7527
Toupin Plumbing (St Léon)	Roy Toupin	Backhoe-Loader	204-825-7388	204-825-7388	204-825-7388
Grenier Base Line Ranch	André Grenier	Track hoe Bulldozer Semi Dump Zoom Boom	204-744-2709	204-744-2709	204-825-8604 204-825-8757
MEC Ventures (St Léon)	Edward Grenier Chris Grenier	Huff Loader Track hoe Semi Dump Zoom Boom	204-744-2478 204-744-2622	204-744-2039 204-744-2622	204-745-7231 204-750-1048
RM of Lorne (Somerset)	Georges Friesen Shannon Gaultier	Graders Scraper Loader	204-744-2133	204-744-2414	204-825-8234 204-749-2121
Subcan (Manitou)	Barrie Dobson Dale Dobson	Track hoe Backhoe-Loader Grader Skid Steer Semi Dump Tandem Dump	204-242-2845 204-242-4256	204-242-2341 204-242-4256	204-825-7227 204-242-4256
Hubert VanDenBosch	Hubert	Bobcat, Truck	204-526-5242	204-526-5242 204-836-2475	204-526-5242
Garnet Pouteau (Swan Lake)	Garnet Pouteau	Back Hoe	204-825-7122	204-836-2220 204-836-2496	204-825-7122

**PORTABLE WATER PUMPS**

Notre Dame Fire Department

Notre Dame Home Centre (Bombardier)

North Agro (Pembina Co-op) Phone: 204-248-2331

South Agro (Pembina Co-op) Phone: 204-744-2850

SAND BAGS: none available

#### VACCUUM TRUCK

Marcel Gaultier (Notre Dame) Phone : 204-749-2133 Home : 204-749-2133

St Léon Septic (St Léon) Phone: 204-744-2052 Cell : 204-825-7388

LOCATION AND TYPES OF WATER SUPPLIES : (hydrant, ponds, irrigation canals, etc....).

Notre Dame Fire Department has 6,000 gallons stored on the trucks.

Picardie Farm SE 4-6-8 4 000 000 Gallons Dug out

Evergreen Colony

## SECTION 2 – SITE INFORMATION

### LOCATION OF UNDERGROUND SERVICES

Water line	Coming inside shop east side
Sewer Line	Coming inside shop east side
Gas Line	None
Phone Line	Coming inside shop east side
Hydro	Coming inside shop east underground

MAJOR HAZARD AT THIS FACILITY (Include propane storage and types of hazardous materials. Also include a list that could be found year round). The table below indicates the maximum amount of these hazardous classes that would be in storage at any one time)

None.

OTHER MAJOR HAZARDS THAT CAN BE FOUND AT THIS SITE ARE: (consider gas release, pressure build up, heat, explosion).

None.

## ON SITE RESSOURCES

On site resources :	Details : these are resources found on site that can be used in the event of an emergency
Fire Extinguishers	On poles
Spill Kit	Inside shop
Forklift 8 000 pounds + Forklift 9 000 Pounds John Deere Tractor 6410 + Fronthead loader	Located in shop

## SECTION 3 – EMERGENCY RESPONSE PLAN

An emergency situation can occur as result of a spill or a fire on the site. The hazard level will depend on the following criteria:

- . As the temperature increases, the hazard risk will also increase.
- . As the volume of the spill increases, the hazard risk will also increase.

### ***PROCEDURES TO FOLLOW IN THE EVENT OF A FIRE***

The action plan is a guideline and not all the steps will be implemented in every incident.

. Assess the situation. Remain as calm as possible. Do not take any unnecessary risks to put your life or anyone else's life in danger.

If the fire is small and can be contained, try to put it out with a fire extinguisher. Do not put your life in danger.

. If the fire cannot be contained, exit the premises immediately. Ensure all staff exits the premises. Do not let anyone re-enter the premises.

. Call 911.

. If possible, shut off electrical power to the site and remove vehicles from around the site.

. If nearby building are in danger, have them evacuated.

. Once the fire department or police arrive, they will assume control of the situation. Co-operate with them fully.

### ***PROCEDURES TO FOLLOW IN THE EVENT OF AN OIL SPILL***

***There is a regulatory requirement to report any spill of 100 L or more of used oil to the 24 hours spill reporting line (Manitoba Conservation)***

1-204-945 4888

#### **IMMEDIATELY**

. **Stop the flow of Product.** If the flow of product can be stopped by shutting a valve or turning off a pump, then do so immediately

. **Evaluate fire and safety hazard.**

. **Tend to the Injured:** If there are injured, tend to them. If there are serious injuries, CALL 911 AND GET MEDICAL ASSISTANCE IMMEDIATELY.

. **Shut off sources of ignition – lights, motors, furnaces. No Smoking.**

Ensure that all sources are eliminated; all power supplies, any electrical devices are potential ignition sources.

. **Warn people of danger – evacuate area if necessary.**

Do not panic, if you must evacuate your facility, do it calmly and orderly.

. **Call fire department, police, and medical aid – 911**

Each situation will require a different amount of assistance. Use your best judgement to determine the authorities that are required.

. **Move vehicles only in case of fire and if safe to do so.**

DO NOT START ANY VEHICLES.

#### **FOLLOWING**

. **Contain to spill – Begin immediately.**

After the situation has been assessed, and immediate action has been performed, the product should be contained.

Ensure that the product does not spread into waterways or sewers.

. Surround spill using booms – straw bales, peat moss, sorbent materials, sand, gravel, earth.

Use your imagination to contain the product, all equipment and materials might not be available in every situation.

### REPORT AND CLEANUP

. Report the spill:

- Notify the General Manager, Jean Dizengremel (204-825-7611)
  - o Source of Spill – product
  - o Approximate amount
  - o Location and movement of spill,
  - o Action Taken
- Department of Environment – Spill Centre
- If required, call in spill clean-up equipment assistance

. Clean-up – Begin immediately

- Commence recovery, clean-up, and restoration.
- Follow up with Spill Mix Report 351.

The last area on the action plan does not necessarily mean the steps cannot be done earlier. For example, you might notify the General Manager immediately, or if you require assistance or advice, you might call the Environment Spill Centre.

Be sure to report the spill to your respective government authority according to the provincial regulations.

. The sooner clean up begins, the less expensive and less complicated the cleanup and restoration.

### HAZARD EVALUATION

The degree of hazard can depend on the amount of used oil that is spilled. A more specific course of action is provided for the following spills:

. a small spill consisting of less than 100 litres. This could include occurrences such as a slow leak at a pipe fitting

. A large spill that is greater than 100 litres. This could include a ruptured pipe, a pump that does not shut off properly, or a major leak when a delivery truck is filling the tanker.

### **SPILL EXAMPLE 1 – MINOR SPILL**

. Stop flow of product



Call 911 and ask for the fire department and police. It is always better to error on the side of caution.

Ensure all sources of ignition are turned off (this includes electricity to the pump, vehicle engines and people smoking).

. Be prepared with fire extinguishers and stand upwind and uphill from the spill area.

Put on protective gloves. Get absorbent pads from the spill kit and place them on the spill, allowing them time to soak up the product. If the spill is close to tanks, barricade the area around the spill to prevent traffic from driving over the spill. Have a second employee direct vehicle while the first employee cleans up the spill.

#### **SPILL EXAMPLE 2 – LARGE SPILL (GREATER THAN 100 LITRES).**

. Think safety first yourself, employees and the public.

. Stop flow of product immediately. This would include shutting off electric power by activating the emergency switch.

. If necessary, call 911 and ask for the fire department and police.

. Ensure all sources of ignition are turned off (this includes electricity to the pump, vehicle engines and people smoking).

. Be prepared with fire extinguishers and stand upwind and uphill from the spill area

. Secure the site. Evacuate everyone from the spill area and ensure they are upwind and uphill from the spill area. Do not permit anyone to go near the spill site unless they are qualified to do so. Once the RCMP arrives, they will control traffic around the site.

. When fire department arrives, they will help to control of the spill site.

. Put on protective gloves. Contain the spill by using whatever is available to dike the product. Get absorbent pads from the spill kit and place them on the product, allowing them time to soak up. If the spill is close the tank, barricade the area around the spill to prevent traffic from driving over the spill. Have a second employee direct vehicle while the first employee cleans up the spill.

. For a large spill, product will run towards the drainage pond on the south side of the tank. Create a barricade to try and contain the spill within a small section of the pond.

. Consult with Manitoba Conservation (204-945-4888) to direct cleanup procedures.

. If approved by Manitoba Conservation, have our tankers to suck product . Ensure the vacuum truck operator is licensed and trained to handle such product.

A remediation plan with Notre Dame Used Oil and Manitoba Conservation will be developed to clean the contaminated soil.

## **SECTION 4 – DUTY LIST**

### **KEY PLAN COMMANDER (Listed in order of authority)**

- . Fire Chief – Has authority to assume Key Plan Commander Position at any time during an emergency.
- . Police – May take role of Key Plan Commander at their discretion under powers granted to them as officers of the peace.

### **ON SITE COMMANDER**

- . The most senior employee on site at any time. This individual knows where to find the Emergency Plan, what their duties may entail and may be relieved by the Key Plan Commander.

# Notre Dame Used Oil

## Emergency Fire Response Plan

Company Name: Notre Dame Used Oil

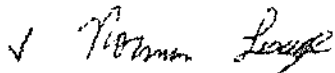
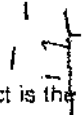
Location: SE 13-6-9 W (4 miles south of Notre Dame on 244. ½ mile west on road 32 north). Yard site 48079-32N

Date Completed: June 10<sup>th</sup> 2015

Signed on: *Le 21 Jun 2015*

Facility owner manager

Notre Dame Fire department. Fire chief Norm Lesage



The primary contact is the person who serves as the main contact person for the company in an emergency. The primary contact is responsible for making decisions and following the steps in this emergency response plan. If the primary contact is unable to fulfill his/her duties, the secondary contact will take on this role.

### Primary Contact

Name: Jean Dizengremel

Telephone Number: 1-204-248-2110

Cell Number: 1-204-825-7611

E-mail: ndusedoil@xplornet.ca

### Secondary Contact

Name: Véronique Dizengremel

Telephone Number: 1-204-248-2489

Cell Number: 1-204-825-7611

E-mail: jeanvero@xplornet.ca

## 1-Emergency Contact Numbers

For all emergencies, call 9-1-1

Fire Station: 911

Ambulance: 911

Police: 911

Hospital: 1-204-248-2112      *address: 283 Notre Dame Avenue West*

Other: 1-800-468-1760    MSDS: USED OIL → 24 hour Emergency Contact Safety Kleen Systems, Inc.

## 2-Potential Emergencies

The following potential emergencies have been identified in hazard assessments:

1. Used oil

2

## 3-Location of Emergency Equipment

Fire Alarm: No

Fire Extinguisher: Yes, in shop + office

Fire Hose: No

Personal Protective Equipment (PPE): Yes, at entrance of main shop.

Other : John Deere Tractor + Loader

## 4-Training Requirements for Emergency Response

All workers will be trained and familiarized with the emergency response plan.

## 5-First Aid

Type of First Aid Kit: Basic

Location of First Aid Kit: Entrance with safety gears on shelves

Other supplies:

Transportation of ill or injured employees: Notre Dame Hospital in town, 4 miles away-Notre Dame Ambulances Services

**First aid attendants (employees trained in first aid)**

Name: Clint Rheault.

Name: Wayne Henderson

## **6-Communications**

We will communicate our emergency plans to employees in the following way

- Response plan will be posted on Safety Board, with available MSDS
- Review in Safety Meeting

In the event of a disaster, we will communicate with employees the following way

- All of our employees have a company Iphone (phone, text, e.mail).

## **7-Controlling of fire extinguishers**

- Murrays Fire Extinguishers from Brandon inspect each fire extinguisher yearly in shop and on each vehicle unit
- Murrays take care of signage also.
- Murrays also inspect emergency exit lights by doors.

## **8-Retention of fire plan:**

- Fire plan and environmental contingency plan are kept within office and shop

## **9-Distribution:**

- A copy of the fire emergency procedures and environmental contingency plan will be given to all staff. At least, one copy of the fire emergency procedures and environmental contingency plan display in shop and office.

## **10-Review:**

- The fire safety plan and environmental contingency plan will be reviewed and updated every twelve months

Inspection and maintenance by staff:

- Shop and tank farm will be maintained to high standard to avoid any fire risk. Also building will be inspected daily by owner after all staff left work and make sure that all access are locked up.

Inspection by local fire department:

- Specialized hazardous team of Somerset, Swan Lake and Manitou along with chief commander of Notre Dame also came in spring 2015. We will keep them updated of new future development on tank farm or building expansion.

### 11-Chief Staff:

- Chris Harrison will be first in charge along with owner Jean Dizengremel in case of emergency

### 12-Training:

- Notre Dame Used Oil signed a long term contract with 1LifeSafety for continuous training for health and safety of all staff

### 13-Liquid storage

- Only used oil is stored our approved licensed storage outside. This dike tank farm has 5 single wall Westeel tank of 90 000 L each. Also, licensed inside the shop a 50 000 L double wall tank for used oil. Used lubricating oil is classified as Class IIIA liquid with flash point above 60 degrees Celsius.
- Inside a concrete dike within the shop, we also store emulsified water and used antifreeze into 3 separate tanks of 22 000 L each.
- Temperature of storage: Shop temperature is kept around 14 to 22 degrees (insulated heated shop). Building temperature does not affect stored liquid flash point. No processing apply to our used oil on site.
- Tanker unloading: All engines must be stopped and tanker truck grounded for unloading procedure. No spark, welding or grinding is permitted around tank farm storage

### 14-Smoking:

- No smoking shall be permitted into the building.

### 15-Removal of Combustible and wastes:

- All waste will be recycled in separate containers (Scrap metal, recyclables). Trash should be taken away to closest landfill site (Somerset).

### 16-Access for Fire Fighters:

- All closest local fire crew (Notre Dame, St Leon, Somerset, Swan Lake and Manitou) came on site for visit and are aware of tank farm storage, product stored on site and door access as well as what to expect inside the main shop.

- Tank farm has been built up to code with sufficient spacing, access stairways for good accessibility

## 17-Procedures for Rescue and Evacuation in event of a fire

Evacuation plan for SE 13-6-9 W (4 miles south of Notre Dame on 244 ½ mile west on road 32 north) location. Yard site emergency number 48079-32N

- We have located, copied and posted building and site maps
- We have ensured that exits are clearly marked
- We will practice evacuation procedures once a year :

The action plan is a guideline and not all the steps will be implemented in every incident.

- Assess the situation. Remain as calm as possible. Do not take any unnecessary risks to put your life or anyone else's life in danger
  - If the fire is small and can be contained, try to put it out with a fire extinguisher. Do not put your life in danger
  - If the fire cannot be contained, exit the premises immediately. Ensure all staff exits the premises. Do not let anyone re-enter the premises.
- Call 911.
- State your name
  - Give the address where the fire is and the nearest intersection. The address of your building is: SE 13-6- 9 W (4 miles south of Notre Dame on 244, ½ mile west on road 32 north), Yard site emergency number 48079-32N
  - Provide information about the fire: how fast fire is spreading, people trapped etc
  - If possible, shut off electrical power to the site and remove vehicles from around the site

- . Ensure everyone maintains a safe distance from the facility until emergency personnel arrive.

. Once the fire department or police arrive, they will assume control of the situation. Co-operate with them fully.

- **Evacuate occupants**, follow instructions from your immediate supervisor (if applicable)
- Urge People to stay calm and evacuate in a quick and orderly manner. WALK. DO NOT RUN.
- To help contain the fire, close windows and doors that are near to you on your way out, but **ONLY DO SO IF IT IS SAFE**.
- Wait for Immediate Supervisor to confirm all occupants are evacuated from the building and report information about the evacuation or about the building as required. The pre-determined muster point for is: beside main office.
- Ensure all evacuation information is relayed over to the Fire Chief on-site (\*NOTE: Stay on scene until the Fire Department arrives.)
- **DO NOT ALLOW ANYONE TO RE-ENTER THE BUILDING** until the Fire Department gives permission to do so. When ok, give the "all clear" to allow building occupants to re-enter the building.
- Fire Fighting Instruction regarding USED OIL:
  - Keep storage containers cool with water spray
  - A positive-pressure, self-contained breathing apparatus (SCBA) and full-body protective equipment are required for fire emergencies
- Fire and Explosion Hazards:
  - Heated containers may rupture. "Empty" containers may retain residue and can be dangerous. Product is not sensitive to mechanical impact. Product may be sensitive to static discharge which could result in fire or explosion



### 18-Employee Emergency Contact Information

Employee Name	Contact Person and Number	Alternate Contact Person and Number
Chris Harisson	Chris 1-204-526-7587	1-204-723-0353
Wayne Henderson	Wayne 1-204-526-7621	
Raymond Le Moullec	Raymond 1-204-723-0392	Lorraine Le Moullec 1-204-248-2090
Luc Dufault	Luc 1-204-825-7955	
Clint Rheault	Clint 1-204-867-4330	Murielle Rheault 1-204-828-3239
Roland Parent	Roland 1-204-324-4012	Lynda Parent 1-204-737-2654
Samuel Dizengremel	Samuel 1-204-392-4737	Pierre Dizengremel 1-204-424-5326
Sylvain Motard	Sylvain 1-204-825-4042	

### 19-Annual Review

We will review and update this emergency response plan within 12 months of date.

**Permit to Operate a Petroleum Storage Facility/  
Permis d'exploitation d'une installation de  
stockage du pétrole**



Issued to:/  
Délivré à : **JEAN FARMS LTD**

Business Name:/  
Nom de l'entreprise : **Box 123 Notre Dame, MB R0G 1M0  
NOTRE DAME USED OIL**

Location/  
Emplacement : **SW 13-6-9 W**

Effective Date:/  
Date d'entrée en vigueur : **08-Jun-2015**      Expiry Date:/  
Date d'expiration : **30-Sep-2020**

This permit is restricted to the type of storage facility and terms below/  
Ce permis ne vise que le type d'installation de stockage mentionné ci-dessous et est assujéti aux modalités énoncées plus bas;

Type of facility:/  
Type d'installation : **AST**  
**5 - 90,000 L ULC S601 single walled vertical tanks w/in seconday continment.**

- Terms/  
Modalités:
1. The permit must be displayed in a noticeable location at or near the petroleum storage tank(s) for which the permit has been issued. Fuel distributors must be able to inspect the permit and record the permit number on their delivery documentation. *Il faut afficher le permis dans un lieu visible à l'emplacement ou à proximité des réservoirs de stockage de pétrole pour lesquels il a été délivré. Les distributeurs de carburant doivent pouvoir inspecter le permis et consigner son numéro sur leurs documents de livraison.*
  2. All tests, corrections and inspections must be performed in accordance with Part 11 of the *Storage and Handling of Petroleum Products and Allied Products Regulation*.  
*Tous les tests, correctifs et inspections doivent être effectués conformément aux dispositions de la partie 11 du Règlement sur le stockage et la manutention des produits du pétrole et des produits apparentés.*
  3. The owner or operator of the storage tank system must comply with the record-keeping requirements of Parts 6 and 11 of the regulation.  
*Le propriétaire ou l'exploitant du système de stockage doit se conformer aux exigences en matière de garde de dossiers prévues aux parties 6 et 11 du Règlement.*
  4. Maintenance of Electronic Leak Detection Equipment shall be performed by a Petroleum Technician who is licensed for that purpose.  
*L'entretien du matériel électronique de détection de fuite doit être confié à un technicien pétrolier autorisé à cette fin*

**Note:** This permit may be suspended for non-compliance of any provision of the *Storage and Handling of Petroleum Products and Allied Products Regulation* pursuant to *The Dangerous Goods Handling and Transportation Act*.

**Remarque :** Le présent permis peut être suspendu en cas d'inobservation de quelque disposition que ce soit du *Règlement sur le stockage et la manutention des produits du pétrole et des produits apparentés* pris en application de la *Loi sur la manutention et le transport des marchandises dangereuses*.

Issue Date:/  
Date de délivrance : **08-Jun-2015**

Tracey Braun  
Director

Permit to Operate a Petroleum Storage Facility/  
Permis d'exploitation d'une installation de  
stockage du pétrole



Issued to:/  
Délivré à : **JEAN FARMS LTD**

Business Name:/  
Nom de l'entreprise : **Box 123 Notre Dame, MB R0G 1M0  
NOTRE DAME USED OIL**

Location:/  
Emplacement : **SW 13-6-9 W**

Effective Date:/  
Date d'entrée en vigueur : **08-Jun-2015**      Expiry Date:/  
Date d'expiration : **30-Sep-2020**

This permit is restricted to the type of storage facility and terms below:/  
Ce permis ne vise que le type d'installation de stockage mentionné ci-dessous et est assujéti aux modalités énoncées plus bas;

Type of facility:/  
Type d'installation : **AST**  
**I - 50,000 L ULC S tank. Serial # 129C**

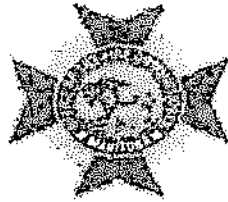
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*Tous les tests, correctifs et inspections doivent être effectués conformément aux dispositions de la partie 11 du Règlement sur le stockage et la manutention des produits du pétrole et des produits apparentés.*
  3. The owner or operator of the storage tank system must comply with the record-keeping requirements of Parts 6 and 11 of the regulation.  
*Le propriétaire ou l'exploitant du système de stockage doit se conformer aux exigences en matière de garde de dossiers prévues aux parties 6 et 11 du Règlement.*
  4. Maintenance of Electronic Leak Detection Equipment shall be performed by a Petroleum Technician who is licensed for that purpose.  
*L'entretien du matériel électronique de détection de fuite doit être confié à un technicien pétrolier autorisé à cette fin.*

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Issue Date:/  
Date de délivrance : **08-Jun-2015**

Tracey Braun  
Director, The



OFFICE OF THE FIRE COMMISSIONER

# Occupancy Permit

This certificate must be posted in a conspicuous place on the premises near the main entry

Name of building ..... Notre Dame Used Oil  
Location of Building ..... RM of Lorne  
Date of Occupancy ..... July 9, 2014  
Building Code and Issue ..... 2010 Manitoba Building Code  
Occupancy Group and Division ..... F3  
Occupant Load ..... 20 ..... Date ..... July 8, 2014  
Occupancy Permit Number ..... 12389-342-13

*L. Chmerika*

Inspection and Standards Officer



Manitoba Family Services & Labour  
Office of the Fire Commissioner

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## **Revision to the original amended proposal submitted May 1, 2014.**

As we expand our used oil business, there are a few modifications that we would like to bring to original plan that we have submitted last year (Original amended proposal of May 2014). Those new steps are taken to improve sampling on used oil and water separation and have an impact on the Petroleum Storage Tank system Permit. Also, we plan to add another storage shop to shelter dry van trucks and install a plastic granulator or plastic shredder.

The MARRC (Manitoba Association for Resource Recovery) had issues in the past to find a proper destination for used oil containers. They sometime have to be shipped out of province and freight is costly. Also, as we are a fair distance from Winnipeg, volume reduction for plastic bags seems a good option as we would save 12 trips to the city. We have found a market for shredded plastics in totes if they can be reduced to 1/4 inches size. This includes pails and all oil and antifreeze jugs. We then plan to install a plastic granulator or plastic shredder depending on hydro consumption and power supply. The processed plastic would not be washed but only stored into some leak free containers to be shipped by van trailers. We have a plan to build a second warehouse for that reason that would also shelter our dry vans. There would not be any regulated storage in that shop. We would only install a single wall 25 000 L tank for antifreeze and a single wall 25 000 L tank for water. Those 2 tanks are presently into shop 1 and we would move them into shop 2 after construction.

## Detail on Used Oil Storage:

- We currently operate under the permit to operate a petroleum facility number 41672 and 41675.
- . We have 5 single walls Westeel tanks of 90 000 L each inside a concrete dike outside. Moving out product in winter at very cold temperature was an issue on a trial pumping.
- We have a 50 000 L Westeel double wall inside in a containment inside our steel structure heated shop.
- We have a single wall 25 000 L tank into that same concrete containment inside the shop. This tank is for emulsified water that we separate from the 50 000 L.
- Our plan in the future is to have a second 50 000 l tank inside double wall. This way, we can sample used oil for PCB testing and leave the oil sit inside heated shop. Controlled temperature around + 18 degrees Celsius helps lowering water content and give us time to have PCB results. We can fill up the first 50 000 L , leave it settle, sample PCB to the lab and get results as we fill up the second tank. We can process the same way on the second tank as we market product from the first one. As we have regular market destination for our waste oil, we would only pump into our outside 5 tanks of 90 000 L quantities that end user cannot take because of breakdown or if we receive bigger contract at once. Operating this way would avoid pumping oil in or out in lower temperature environment.
- We would have room for that second 50 000 L inside our containment and would plan to install it in the future
- Please find schedule for final used oil and none regulated liquid attached.

## **Details on second warehouse:**

- We have received approval from counselors of the RM of Lorne further to public hearings for a variance on limit property as we want to locate this second shop on the North Side of the existing yard. This project will be another steel structure of 60 feet deep (18 metres) by 80 feet wide (24 metres) with a height of 18 feet. Total surface would come to 4 800 square feet or 432 square metres. 3 garage doors of 14 feet wide would be installed on the south side and we would back up trailers to unload plastics. To collect oil leakage, we would install a 10 feet (3 metres) by the length of the shop steel grading connected to a gutter and an oil separator.
- Two tanks ULC single wall of 25 000 l would be on the east side of this shop to collect antifreeze and water. We already have one water tank into shop number one and this would allow us to fill up a full tanker when we send that emulsified water by tanker.
- This shop number 2 would have normal hydro supply, water supply, oil tank separator and would be built under fire commissioner approval and inspection.
- Please find shop 2 drawings as well as new yard site map.



175 Marion St.  
 Winnipeg, MB R2H 0T3  
 PH. (204) 231-5433 / FAX (204) 231-1105  
 www.lifeworkplacesafety.com

**PAID**  
 20/04/2015

# Invoice

Date	Invoice #
17-04-2015	4231

Invoice To
Notre Dame Used Oil P.O. Box 123 Notre Dame de Lourdes MB R0G 1M0

P.O. No	Terms
	Due on receipt

Description	Qty	Rate	Amount
24 month subscription to MYSafetyAssistant for up to 10 employees for the period May 2015 to April 2017 and Peace of Mind consulting package to be paid in two annual payments of \$3,961.43 plus applicable taxes			
Safety Management System Development with a Safety Professional		975.00	975.00
MYSafetyAssistant Optimization		300.00	300.00
MYSafetyAssistant setup		998.50	998.50
MYSafetyAssistant software subscription		1,687.93	1,687.93
<b>GST/HST No. 893045005</b>		<b>Subtotal</b>	<b>\$3,961.43</b>
<b>Sales Tax Summary</b>			
GST @ 5.0%		198.07	
PST (MB) @ 8.0%		214.91	
Total Tax		412.98	
Thank you for your business		<b>Total</b>	



APPENDIX to Proposal

PROPOSED ITEM	DESCRIPTION
1 Requirements	<p>Requirements ** Please note that we do not work with just anyone. These requirements are established because they are mandatory for your success.</p> <ol style="list-style-type: none"> <li>1. Senior management and the workplace safety and health committee must attend an orientation/training session with the consultant to ensure there is an understanding of the work/risks undertaken by your organization and obtain organizational specific information. It is critical that expectations are understood by all parties. Time commitment: 4 hours</li> <li>2. Senior management and the workplace safety and health committee will be required to write the policy statement and the enforcement and disciplinary action policy/procedures. Samples and coaching will be provided</li> <li>3. All policies and procedures must be reviewed by senior management and the workplace safety and health committee. As per the Manitoba Workplace Safety and Health Regulations, safety policies and procedures must have the consultation of workers. This is also very important for buy in and implementation.</li> <li>4. All dates and timelines are to be scheduled at start of consulting program and strictly adhered to in order to ensure your success</li> </ol>
4. Development of company specific standard operating procedures	<ol style="list-style-type: none"> <li>5. Saves significant time in development as all the current framework is provided</li> <li>6. Developed and customized by board certified Canadian Registered Safety Professionals</li> <li>7. MB specific – have the assurance you are meeting our province's requirements</li> <li>8. Assists you in making sure that critical requirements are not missed</li> </ol>
7. Conduct a detailed worksite walk through inspection with prioritized critical actions	<ol style="list-style-type: none"> <li>1. Including written recommendations with prioritized corrective action and referrals to any required service providers</li> </ol>
8. Provide support to implement the safety management system(SMS) into your organization	<ol style="list-style-type: none"> <li>1. Provide support at your SMS orientation meeting with your employees as you roll out standards and set expectations and responsibilities</li> </ol>
12. Resource and document library  Over 1000 professionally developed policies, safe work procedures, forms, checklists, signs, posters, photos and more	<ol style="list-style-type: none"> <li>1. New Every Month: safe work procedures, 2 new hazard alerts, 2 new safety talks</li> <li>2. <i>Be sure to request items you need for your workplace!</i></li> <li>3. A minimum of 1 expert interview per month with access to repeat broadcasts to share with your employees i.e. <i>Critical WSH Updates All Employers Need to Know. J. Jurzak, Taylor McCaffrey LLP</i></li> </ol>
15. Unlimited online employee training critical for due diligence	<ol style="list-style-type: none"> <li>1. Critical online, Manitoba specific training programs (<i>New Worker Orientation, Supervisor Essentials, Hazara Awareness, WHMIS, WSH Committee/Rep, Hearing and Noise, Workplace Harassment. More training programs are in development</i>)</li> </ol>
16. Record and document management system	<ol style="list-style-type: none"> <li>1. Upload all SMS records and documents (including employee training records) for permanent safe keeping and due diligence. Set expiry dates and receive notifications.</li> </ol>
22. Professional development for safety coordinator / safety committee	<ol style="list-style-type: none"> <li>1. Monthly live training series (8 hrs) to develop and support your in house WSH committee and/or coordinator to develop and implement your safety management system. Attend as often and send as many people as you would like.</li> <li>2. Monthly coaching and support via webinar.</li> </ol>
26. Special pricing on 1Life services	<ol style="list-style-type: none"> <li>1. Creation of company specific safe work procedures &amp; safe job procedures: <b>40% savings</b></li> <li>2. All live training and respirator fit testing offered by 1Life Workplace Safety &amp; Health: <b>20% savings</b></li> <li>3. Additional safety consulting: <b>10% savings</b></li> </ol>
27. Special pricing from safety provider partners	<ol style="list-style-type: none"> <li>1. First hearing test services from First Choice Enhanced Hearing (also free noise assessment) <b>20% savings</b></li> <li>2. Checkmate Plus Work Alone Solution from ProTELEC Alarms (3 months free with 1 yr contract) <b>25% savings</b></li> </ol>

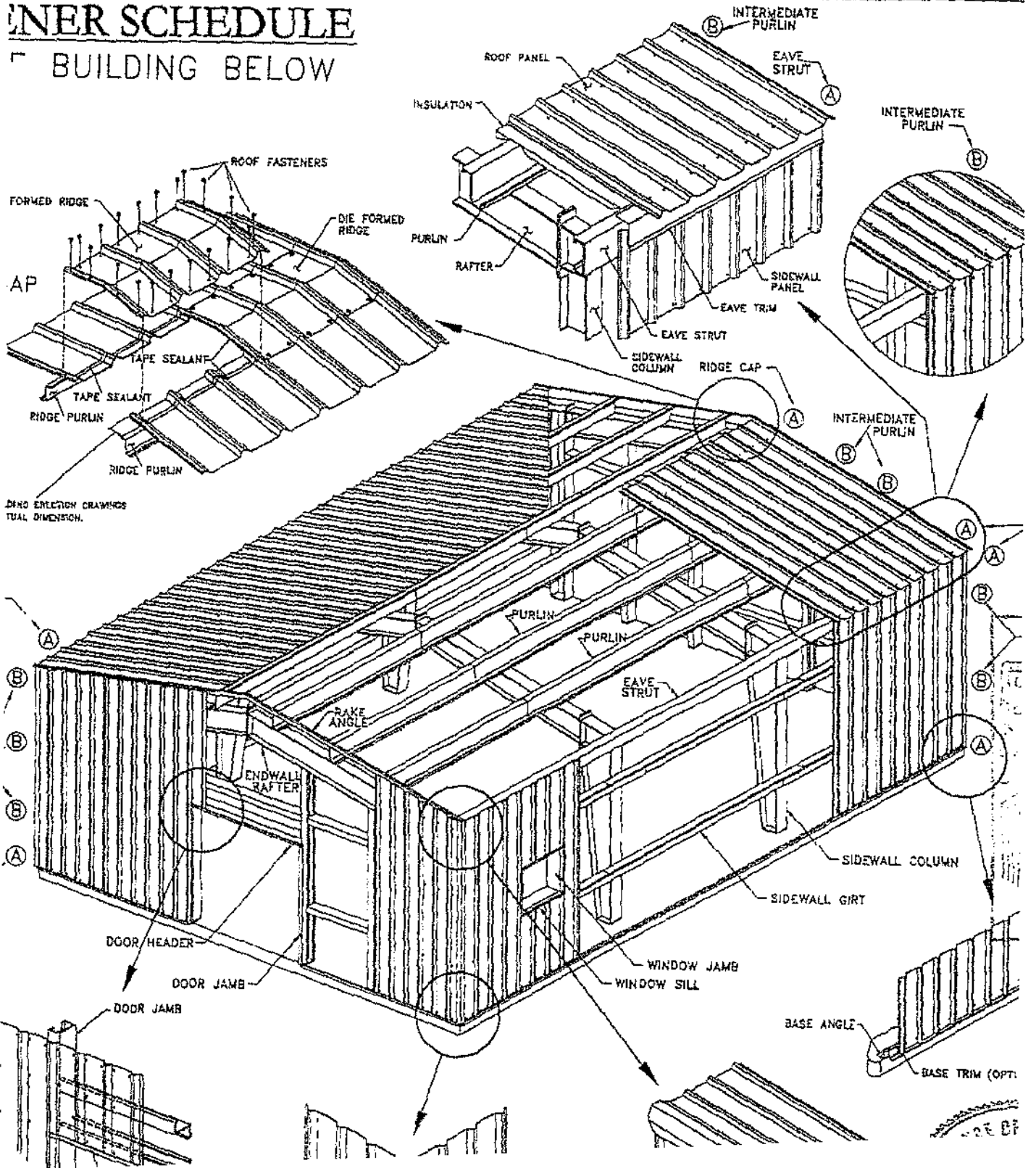
## ADDENDUM to Proposal

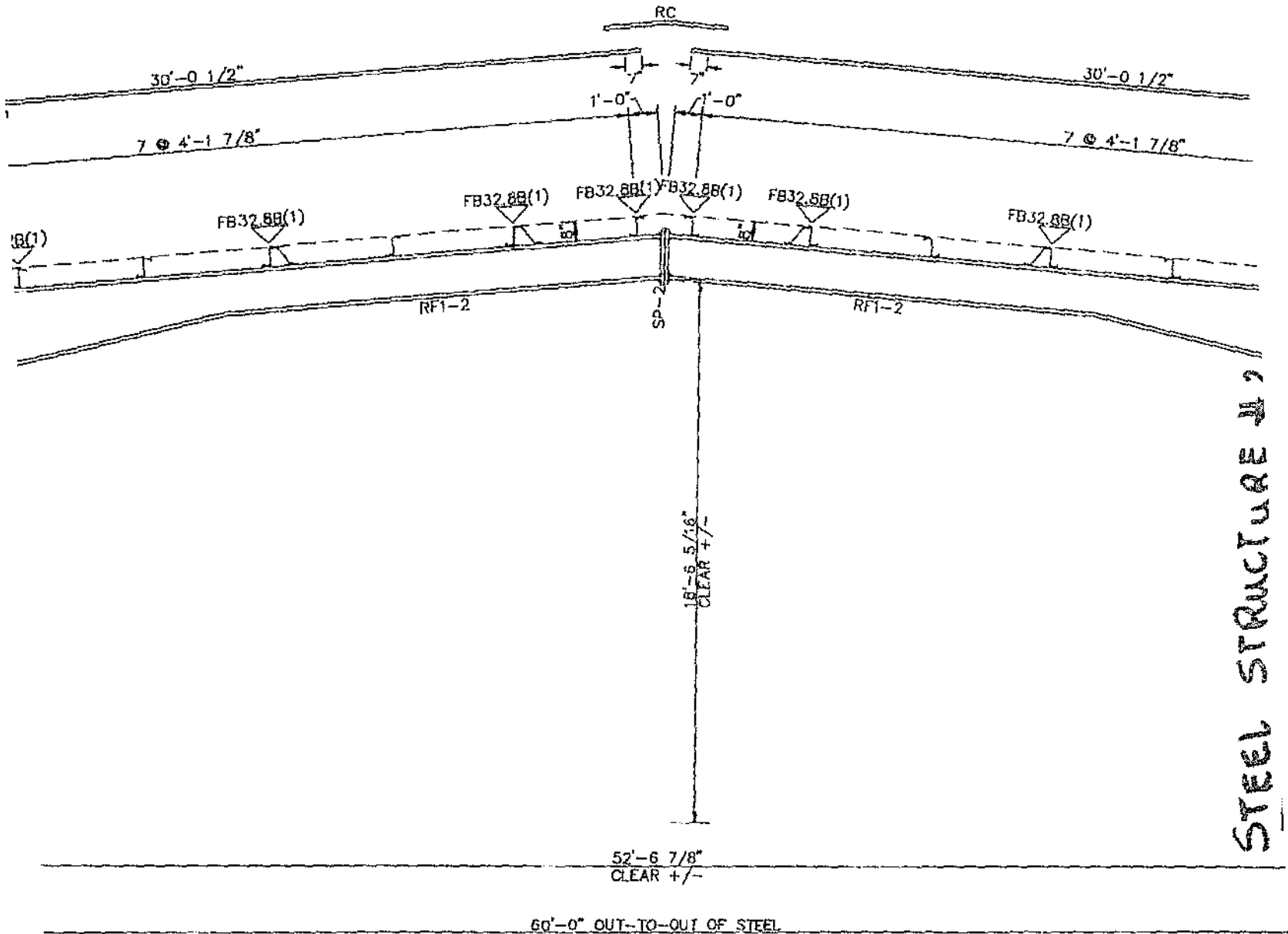
The following table illustrates the requirements set out for organizations under the Manitoba Workplace Safety & Health Act and Regulations, and demonstrates the solutions provided by mySafetyAssistant.

Safety Management System Requirement	mySafetyAssistant Solution/Resource
1. Safety and Health Policy Statement & Description of Responsibilities	<ul style="list-style-type: none"> <li>• Safety Management System (SMS) Manual:               <ul style="list-style-type: none"> <li>○ Policy Statement to be organization-specific – samples</li> <li>○ Policy: Responsibilities for Workplace Safety and Health</li> <li>○ Enforcement and Disciplinary Action Policy – samples</li> </ul> </li> </ul>
2. Hazard Identification & Control Assessment	<ul style="list-style-type: none"> <li>• Safety Management System Manual:               <ul style="list-style-type: none"> <li>○ Hazard Assessment and Control Policy and Procedure</li> <li>○ Hazard Assessment and Control</li> <li>○ Hazard/Near Miss Reporting Flow Chart</li> </ul> </li> <li>• Hazard Assessment Forms</li> <li>• Online Training: Hazard Awareness</li> </ul>
3. Safe Work Procedures	<ul style="list-style-type: none"> <li>• Safety Management System Manual:               <ul style="list-style-type: none"> <li>○ Safe Work Procedure Policy</li> </ul> </li> <li>• Safe Work Procedures Library in format requested by Workplace Safety &amp; Health Division</li> </ul>
4. Emergency Preparedness Plans & Training	<ul style="list-style-type: none"> <li>• Safety Management System Manual:               <ul style="list-style-type: none"> <li>○ Emergency Preparedness Policy and Procedures</li> </ul> </li> <li>• Response Planning Templates</li> <li>• Signs and Posters Library</li> <li>• Expert Interviews</li> </ul>
5. Inspections	<ul style="list-style-type: none"> <li>• Safety Management System Manual:               <ul style="list-style-type: none"> <li>○ Inspections Policy and Procedure</li> </ul> </li> <li>• Inspection Checklist Library</li> </ul>
6. Training and Communication for Supervisors & Workers	<ul style="list-style-type: none"> <li>• Safety Management System Manual:               <ul style="list-style-type: none"> <li>○ Training and Communication Policy</li> <li>○ Training and Communication Plan</li> </ul> </li> <li>• Online Tracking and Record Keeping</li> <li>• Library of High Impact Hazard Alerts and High Impact Safety Talks</li> <li>○ Ability to assign, track and record readings</li> <li>• Online Training: Supervisor Essentials, Orientation for New and Returning Workers and more</li> </ul>
7. Control of Chemical and Biological Hazards	<ul style="list-style-type: none"> <li>• Safety Management System Manual:               <ul style="list-style-type: none"> <li>○ WHMIS Policy and Guideline</li> </ul> </li> <li>• Web Based MSDS Management System</li> <li>• Inventory of Controlled Products</li> <li>• Online Training: WHMIS</li> </ul>
8. Contracted Employers and Self Employed Persons	<ul style="list-style-type: none"> <li>• Safety Management System Manual:               <ul style="list-style-type: none"> <li>○ Contracted Employers and Self Employed Persons Policy and Procedure</li> </ul> </li> <li>• Contractor Tools (Orientation, Agreement etc.)</li> <li>• Web Based Contractor Management System</li> </ul>
9. Worker Involvement	<ul style="list-style-type: none"> <li>• Safety Management System Manual:               <ul style="list-style-type: none"> <li>○ Strategy for Worker Participation Policy &amp; Procedure</li> </ul> </li> <li>• Online Training: Workplace Safety and Health Committee and Representative Essentials</li> </ul>
10. Investigation of incidents and Work Refusals	<ul style="list-style-type: none"> <li>• Safety Management System Manual:               <ul style="list-style-type: none"> <li>○ Incident Reporting and Investigation Policy and Procedure</li> <li>○ Incident Reporting Flowchart</li> </ul> </li> <li>• Incident and Investigation Reporting Forms</li> <li>• Refusals to Work Policy and Procedure</li> <li>• Work Refusal Report Forms</li> </ul>
11. Monitor and Review Safety Management System	<ul style="list-style-type: none"> <li>• Safety Management System Manual:               <ul style="list-style-type: none"> <li>○ Resources to track safety statistics</li> <li>○ All policies state the requirement to review the system on a consistent basis</li> </ul> </li> <li>• Web Based record and document management system with automatic reporting</li> </ul>
12. Keep Safety Management System	

# INNER SCHEDULE

## BUILDING BELOW

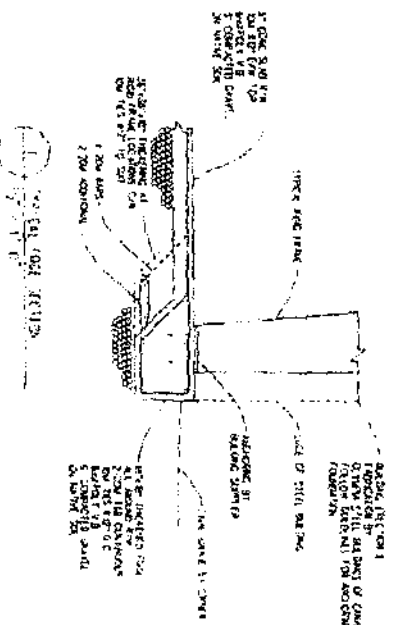
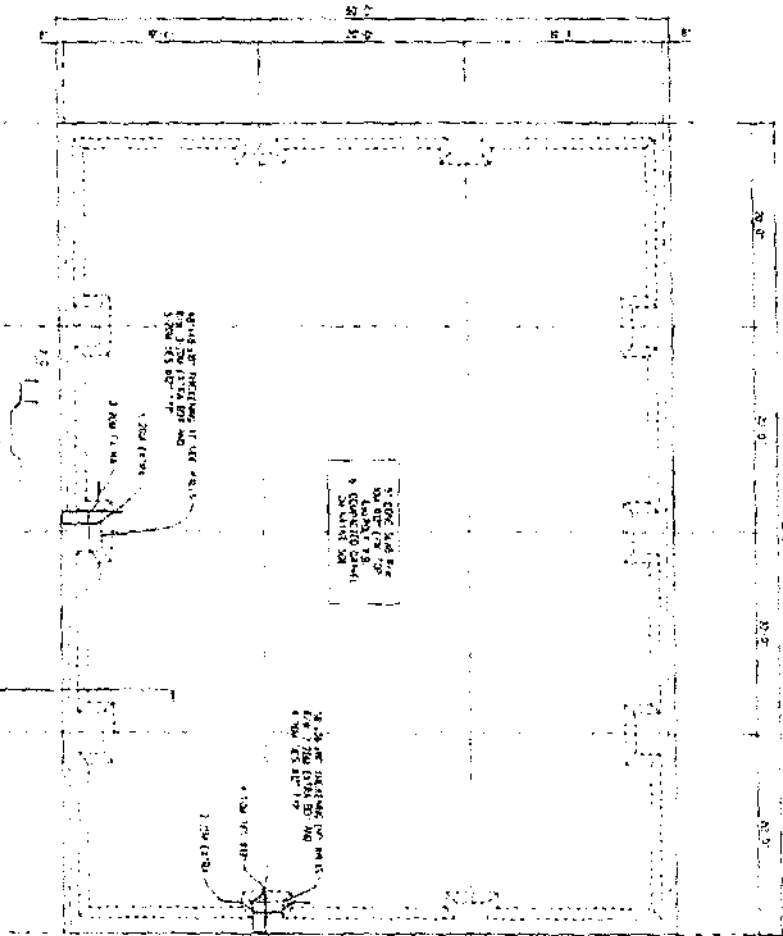




RIGID FRAME ELEVATION: FRAME LINE 2 3 4



**CONDONANCE PLAN**



**STEEL STRUCTURE # 2**

NO.	DESCRIPTION	QTY	UNIT	PRICE	TOTAL
1	STEEL STRUCTURE	1	SQ FT	1000	1000
2	FOUNDATION	1	SQ FT	1000	1000
3	ROOFING	1	SQ FT	1000	1000
4	WALLS	1	SQ FT	1000	1000
5	DOORS	1	EA	1000	1000
6	WINDOWS	1	EA	1000	1000

**APREGO**  
 Certificate of Authority  
 No. 111  
 LAUREL HEDGE CONSULTING

- CONTRACT NO.
- PROJECT NO.
- 60 WEST 34TH ST. NEW YORK, N.Y. 10018
- USE 75 MP
- USE 20 MP
- USE 10 MP
- USE 5 MP
- USE 2 MP
- USE 1 MP
- USE 0.5 MP
- USE 0.2 MP
- USE 0.1 MP
- USE 0.05 MP
- USE 0.02 MP
- USE 0.01 MP
- USE 0.005 MP
- USE 0.002 MP
- USE 0.001 MP

NO. 111  
 LAUREL HEDGE CONSULTING

NO. 111  
 LAUREL HEDGE CONSULTING



## *The Rural Municipality of Lorne*

307 3rd Street Box 10, Somerset, R0G 2L0

Tel. (204) 744-2133 Fax: (204) 744-2349

www.rmoflorne.ca

rm@lorne.rmymts.net

August 12, 2014

RESOLUTION NO. 2014 13

MOVED BY *George Dreyer*

SECONDED BY: *George Dreyer*

BE IT RESOLVED THAT Council approve the variation order VAR 14-14 as submitted by Jean & Veronique Dizengreml to vary the rear yard requirements in the AG Zone from 25 feet to 8 feet to allow the construction of a crushing/baling/shredding facility for the existing business located at SW 13-6-9W PM

Certified a true and correct copy of Resolution 2014 13.  
Read and carried this 12<sup>th</sup> day of August 2014

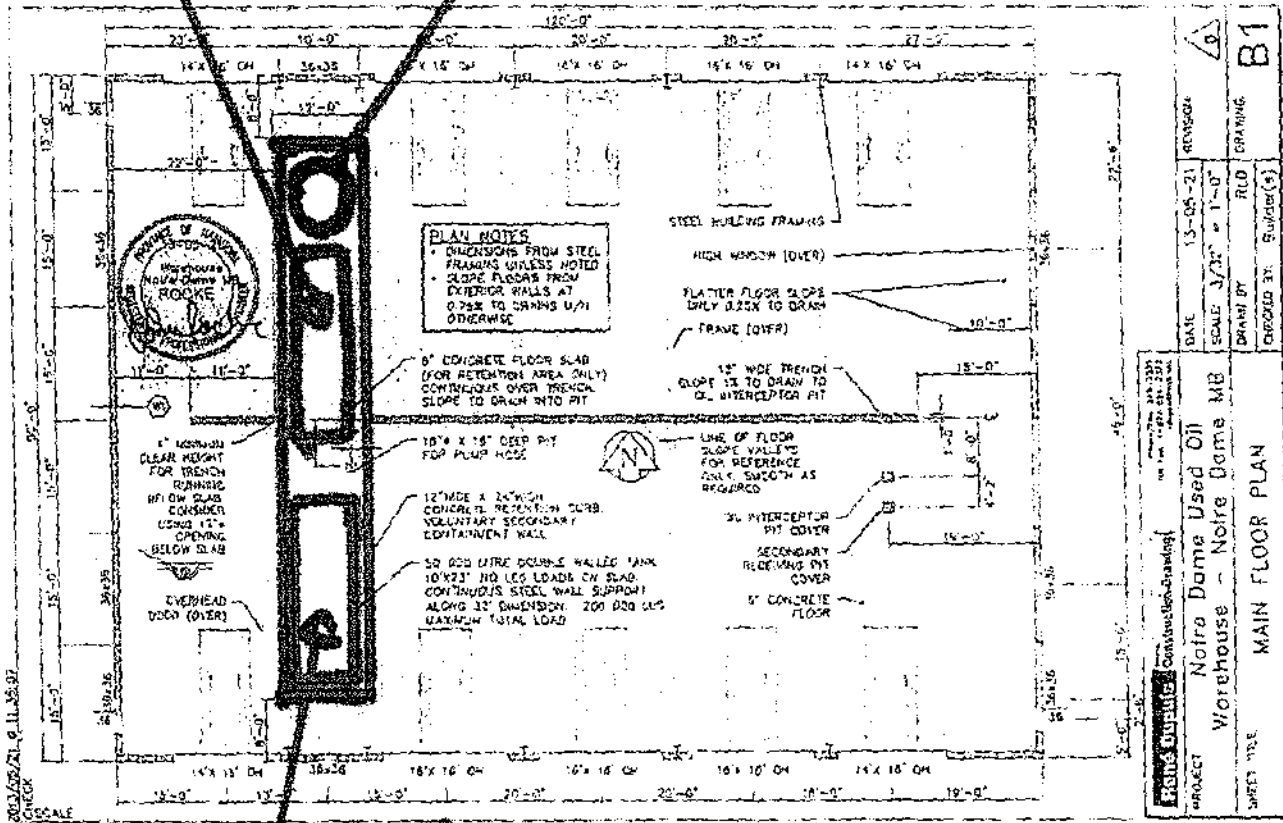
\_\_\_\_\_  
Chief Administrative Officer

FOR 7

TANK FARM OUTSIDE			LIQUID	
90 000 L	SINGLE WALL	UNDER	USED OIL	EXISTING
90 000 L	SINGLE WALL	PETROLEUM	USED OIL	EXISTING
90 000 L	SINGLE WALL	ABOVE GROUND	USED OIL	EXISTING
90 000 L	SINGLE WALL	CONSTRUCTION	USED OIL	EXISTING
90 000 L	SINGLE WALL	PERMIT	USED OIL	EXISTING
TANK INSIDE SHOP 1				
50 000 L	DOUBLE WALL		USED OIL	EXISTING
25 000 L	SINGLE WALL		WATER	EXISTING
25 000 L	SINGLE WALL		ANTIFREEZE	EXISTING
25 000 L	SINGLE WALL		WATER	EXISTING
50 000 L	DOUBLE WALL		USED OIL	PROPOSED
TANK INSIDE SHOP 2				
25 000 L	SINGLE WALL		WATER	EXISTING
25 000 L	SINGLE WALL		ANTIFREEZE	EXISTING
THOSE TWO TANKS	WILL BE MOVED		FROM	SHOP 1

SECOND 300  
 ULL  
 DOME  
 WALL

SINGLE WALL  
 25000' WATER  
 TANK  
 INSIDE  
 CONCRETE  
 DIKE.



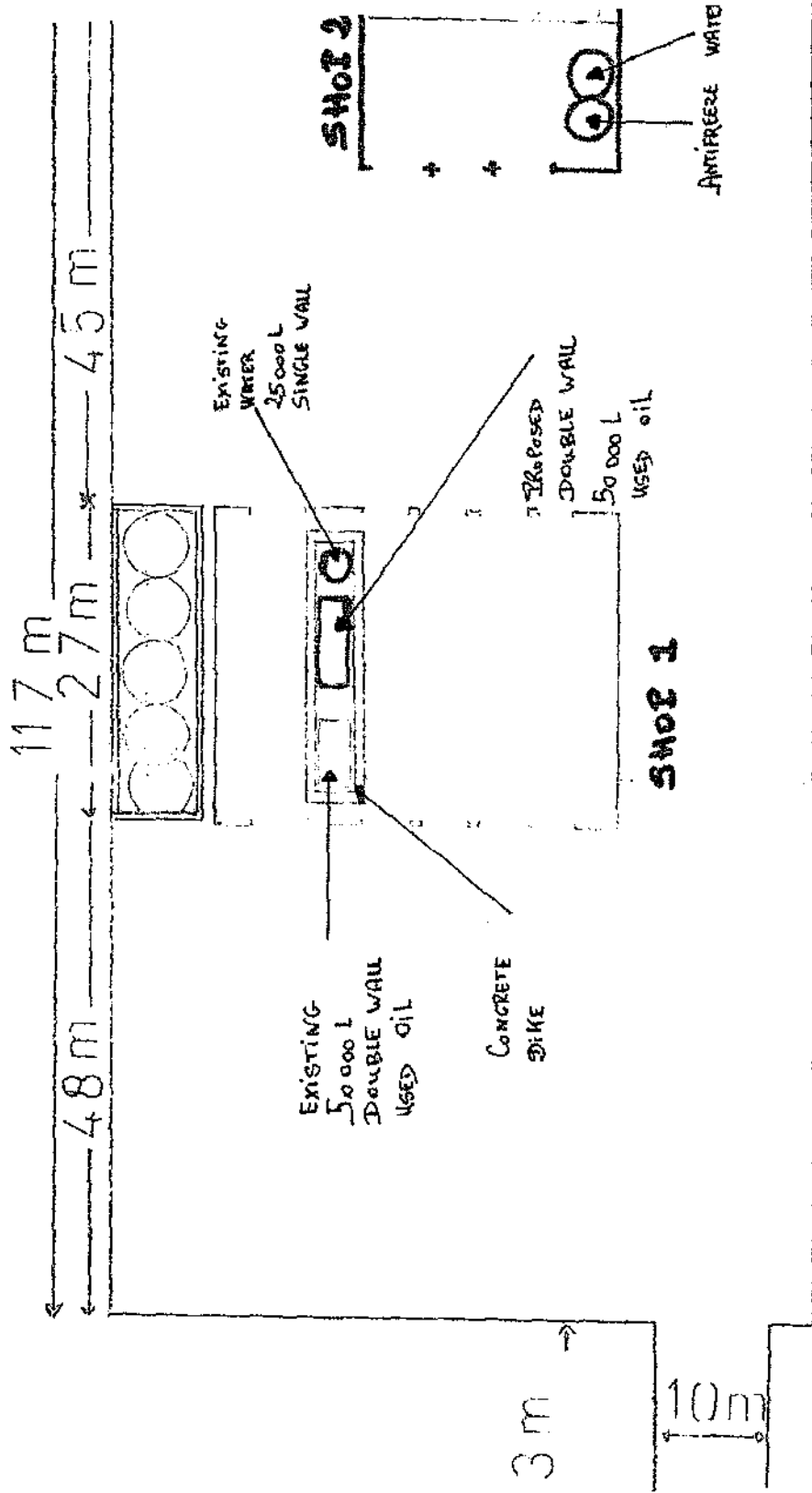
oil  
 RE WALL

SHOP # 1.

<b>FRANK DUBOIS Construction Services</b> PROJECT: Notre Dame Used Oil Warehouse - Notre Dame MB SHEET TITLE: MAIN FLOOR PLAN		DATE: 13-05-21 SCALE: 3/32" = 1'-0" DRAWN BY: RLD CHECKED BY: S.Walder(S)	REVISION: B1
---	--	--	-----------------



1



TANKS OUTSIDE			LIQUID	
90 000 L	SINGLE WALL	UNDER	USED OIL	EXISTING
90 000 L	SINGLE WALL	PETROLEUM	USED OIL	EXISTING
90 000 L	SINGLE WALL	ABOVE GROUND	USED OIL	EXISTING
90 000 L	SINGLE WALL	CONSTRUCTION	USED OIL	EXISTING
90 000 L	SINGLE WALL	PERMIT	USED OIL	EXISTING
<b>TANK INSIDE SHOP 1</b>				
50 000 L	DOUBLE WALL		USED OIL	EXISTING
25 000 L	SINGLE WALL		WATER	EXISTING
25 000 L	SINGLE WALL		ANTIFREEZE	EXISTING
25 000 L	SINGLE WALL		WATER	EXISTING
50 000 L	DOUBLE WALL		USED OIL	PROPOSED
<b>TANK INSIDE SHOP 2</b>				
25 000 L	SINGLE WALL		WATER	EXISTING
25 000 L	SINGLE WALL		ANTIFREEZE	EXISTING
<b>THOSE TWO TANKS</b>	<b>WILL BE MOVED</b>		<b>FROM</b>	<b>SHOP 1</b>

SECOND 30

WALL

WALL

SINGLE WALL

25000 LITRE TANK

TANK

INSIDE

CONCRETE

DIKE.

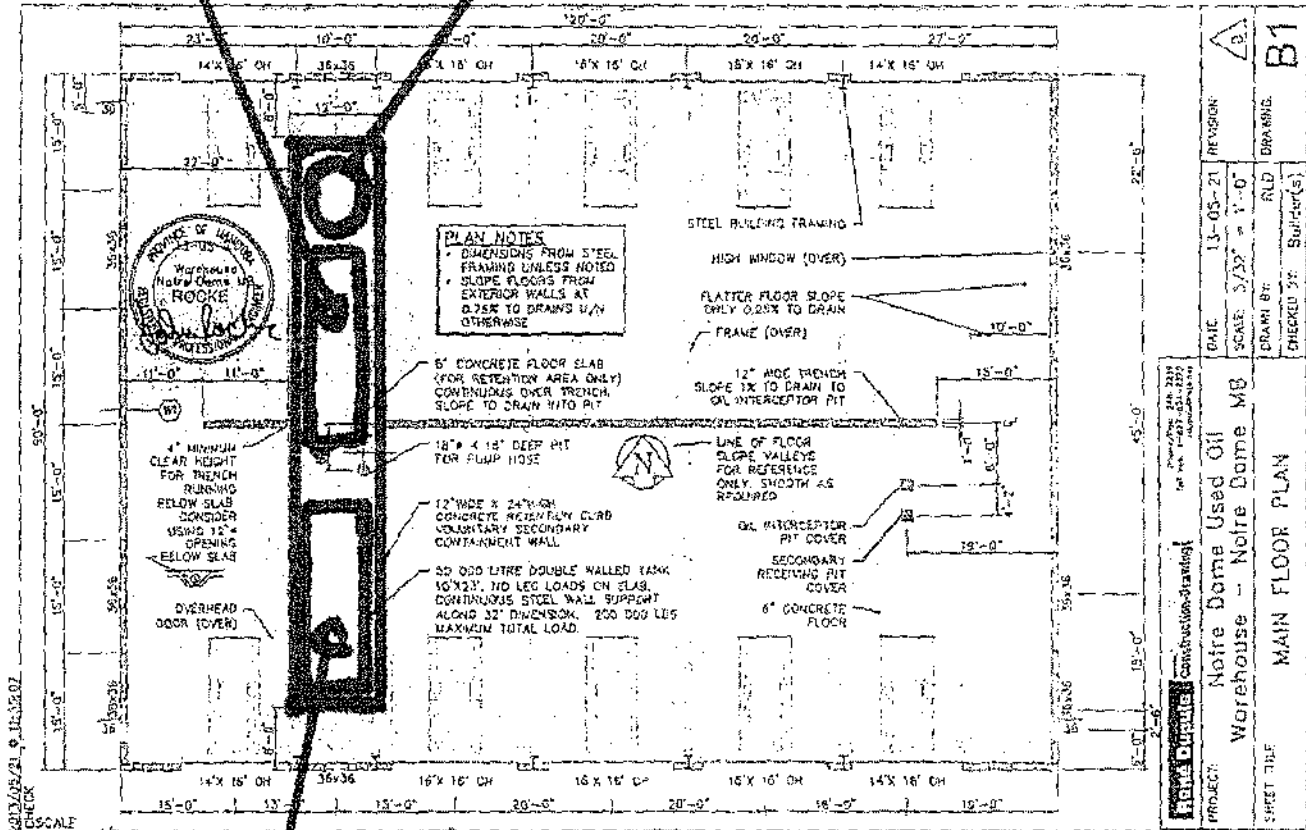
WALL

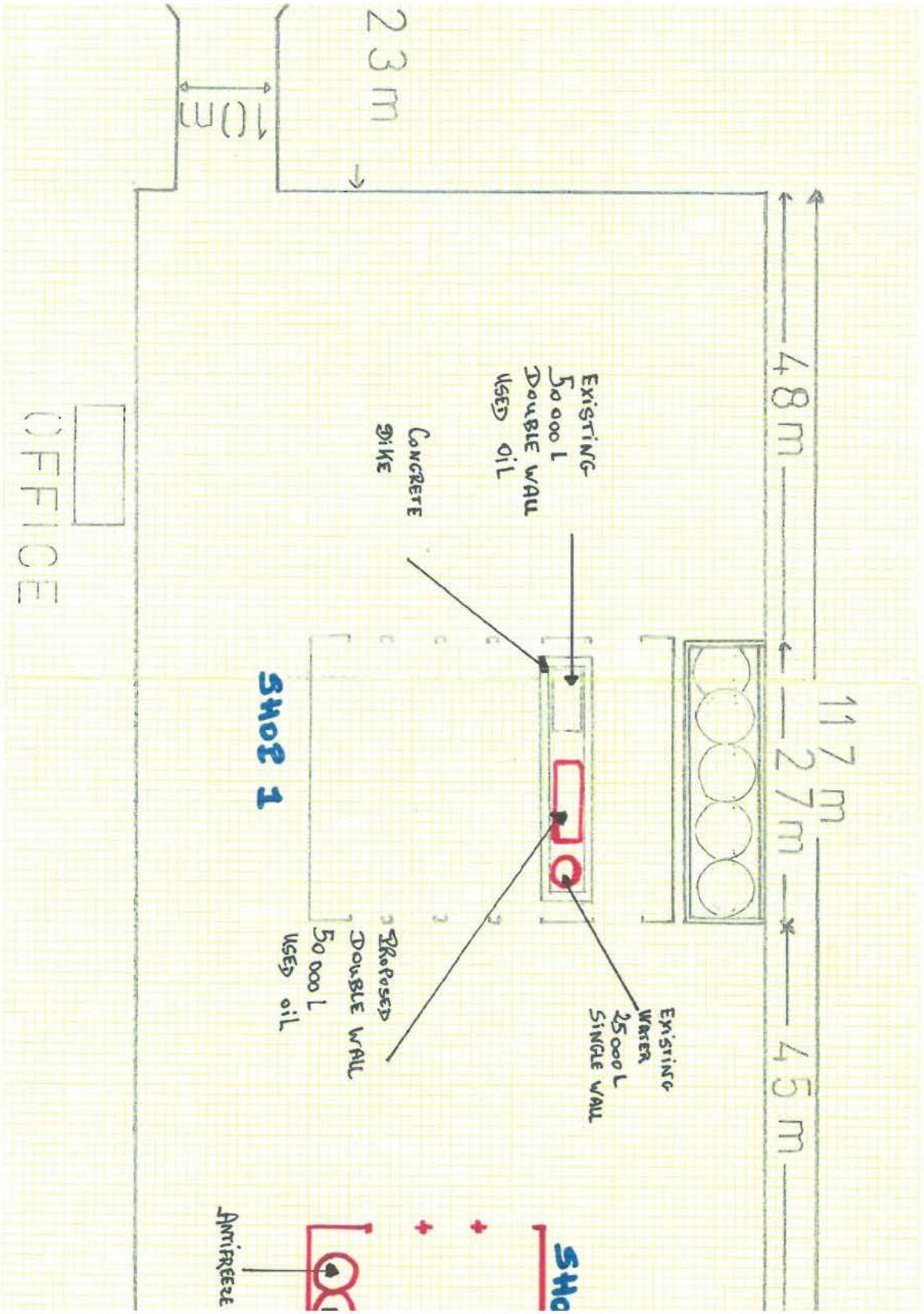
WALL

DIKE

WALL

SHOP # 1.





**To:** Rathamano, Raj (CWS)  
**Subject:** Processing shop...

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Raj,

Vortex recycling has been forced into receivership recently. Since they have been processing our used oil filters and have been for the last 3.5 years, we have to look at other options for our future.

We have been crushing filters by the past and have maintained our licence to do so. Collecting bigger volumes, we are interested in buying an Oberg filter baler that compact used oil filters into bale with a 70 000 lbs ram. We would then market the non hazardous product where the oil has been extracted. Some end user like General Scrap or others are registered with MARRC to dispose of crushed or baled filters.

At the same time, we are also looking at volume reduction for our used oil and antifreeze containers. We are interested in purchasing a plastic granulator that would reduce the plastic under our program at 1/8 of an inch size.

For those two operations of filter baling and plastic granulation, we would certainly build another shop on the North side of our new yard on the NW 13-6-9 w. We will this summer ask for public hearing at the RM of Lorne on August 12 but the counsellors have already expressed their support for this expansion. Our neighbour has also no concern since we apply for a variance of 8 feet from the property line instead of 25.

We have already submitted a development permit to the planning district and will file a building permit with the same planning district since this is under 6000 square feet.

We will likely buy a steel heavy structure of 60 feet deep by 80 feet, insulated shop on concrete slab. We plan to install the filter baler and plastic container granulator on a containment dike of 60 feet long by 10 feet wide.

This shop will have floor heat coming from an underground insulated heat pipe fed by the 2 heat furnaces installed into the first shop of 120 by 90.

**Please note that the commercial unit Oberg has already his own used oil containment. We want to have a second one to make sure that this filter baling operation does not have any leakage.**

Our filter trailer will back up into this shop (let call it processing shop) and will unload on that dike covered with a steel grade. We will then unload our plastic bags and filters drums on a dike and any minor leakage will be collected.

We presently collect between 2 500 to 3 000 filter drums per year weighing 117 kg on average.

We presently collect 50 000 Kg of plastic containers and pails under the MARRC program.

We **plan in the future** to install a 50 000 l double wall tank for used mixed fuel outside that new shop as already mentioned. We will then unload these tankers from inside the shop to avoid any exterior transfer

I have already forwarded shop blue print and details on granulator and filter baler.

Jean Dizengremel.  
Notre Dame Used oil.