

**Water/Wastewater Services
Services d'eau et d'eaux usés
(Risk Management Office)**

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**APPLICATION FOR APPROVAL OF
RISK MANAGEMENT PLAN
Clean Water Act, 2006 – Section 58**

GUIDANCE DOCUMENT:

Section 1 – Basic Property/Site Information

Name of Applicant (Person, Facility or Business):	"Person engaging in activity" – this is the person with whom the RMP is negotiated		
Name of Authorized Person (if Applicant not a Natural Person):			
Property Location:			
Mailing Address (if different from above):			
Tax Assessment Roll #:			
Telephone #:	Cell #:		
Fax #:	Email:		
Name of Property Owner (if different from above, i.e. lands are leased or rented):	This is the person who owns the land where the activity is occurring, if not necessarily the business owner responsible for the activity		
Mailing Address of Property Owner (if applicable):			
Telephone #:	Cell #:		
Fax #:	Email:		

Note explanatory guidance details in red ink, highlighted in yellow, throughout the document.

Section 2 – Source Protection Program Information

Applicable Source Protection Area: Greater Sudbury Source Protection Area

Associated Drinking Water System(s) (DWS): (check all that apply)	<input type="checkbox"/> Sudbury DWS	<input type="checkbox"/> Onaping/Levack DWS
	<input type="checkbox"/> ... DWS	<input type="checkbox"/> .../Capreol DWS
	<input type="checkbox"/> ... DWS	<input type="checkbox"/> ... million DWS
Vulnerable Area(s) and Score(s):	<input type="checkbox"/> W... / Score: _____	
	<input type="checkbox"/> Intake Protection Zone: _____ / Score: _____	

This system includes Garson!

This information can be found on the Greater Sudbury Source Protection Plan or by clicking Protection Area Maps on the webpage

(check all that apply)	<input type="checkbox"/> Issue Contributing Area: <u>Ramsey Lake Watershed</u> / Score: _____
Prescribed Drinking Water Threat Activities to which this Plan Relates:	List all significant Drinking Water threats as prescribed by the <i>Clean Water Act, 2006</i> that this RMP is intended to address.
Maps (attached): (check as appropriate)	<input type="checkbox"/> Map of area showing property location in relation to WHPA/IPZ zones. <input type="checkbox"/> Map of property identifying the location of 'activities' that are significant drinking water threats. <input type="checkbox"/> Other Maps (i.e. drainage, site plan etc.): (list below)
Check off which maps are included as appendices to this document.	<div style="border-left: 1px solid black; border-right: 1px solid black; border-bottom: 1px solid black; padding: 5px;"> <p style="text-align: center;">← } LIST other maps in space provided</p> </div>

Section 3 – Activity/Site Details and History

Site/Facility Details:	<ul style="list-style-type: none"> ▪ Total site area in hectares ▪ Site area located in the Vulnerable Area (hectares) ▪ Number of applicable buildings/built structures ▪ Services to property (water/wastewater, hydro, etc.) 	<p>NOTE: ensure all date formats are perfectly clear: use the name of the month</p>
Previous Site History:	<ul style="list-style-type: none"> ▪ (Business Name) operating at this site since XXXX. ▪ Historical uses of the site, if any. ▪ Expansions and additions with dates and sizes ▪ Other relevant information 	
Description of Activities:	<ul style="list-style-type: none"> ▪ Some details about the activity(ies): <ul style="list-style-type: none"> ○ Types and quantities of chemicals stores etc. ○ Products being manufactured, refined, distributed etc. ○ Associated processes, if applicable (high level) <p>Use the SCREENING QUESTIONNAIRE provided to help complete this section.</p>	
Table of Drinking Water Threats Reference Number(s):	Use the MOECC's <i>Tables of Drinking Water Threats</i> to identify the Specific Circumstances that make the activity a significant drinking water threat. The RMO can assist you in completing this field if necessary	

Section 4 – Significant Threat Activities and Associated Risk Management Measures

***Attach the proposed Risk Management Plans that comply with the following requirements as separate documents.**

Identify specific Threat Activity/ies being Addressed: (Number each to facilitate completing the documentation for this RMP.)	<p>List all activities identified as Significant Drinking Water Threats for which measures are hereby being proposed for approval.</p> <p>Provide all other details to fulfill the required contents as listed below under separate cover: more detail for each subject identified are provided following.</p>
<p>REQUIRED CONTENTS TO ADDRESS THE THREATS IDENTIFIED ABOVE:</p> <input type="checkbox"/> Identify applicable Policy(ies) in the Source Protection Plan <input type="checkbox"/> Describe risk management measures currently in place <input type="checkbox"/> Describe proposed risk management measure(s)	

<input type="checkbox"/> Provide a rationale for those risk management measure(s) <input type="checkbox"/> What is the schedule for implementation and monitoring?

Applicable Policy(ies) in the Source Protection Plan: Policy Number with Policy Text

Existing Risk Management Measures in Place: Examples:

1. Store chemicals inside a non-zinc and non-aluminum container.
2. Chemical storage containers should be stored above grade, in upright position.

New Risk Management Measure(s): Please review the Risk Management Measures Catalogue Online for suggestions and quote measure number – see link on web page

Examples:

1. Temperature controls should be installed, thermometer for monitoring.
2. Develop a spills response plan.
3. Staff training on safe handling, use and storage of organic solvents.
4. Fire containment and prevention details.

Rationale for Risk Management Measure(s): Detailed description of proposed measures

Schedule for Implementation and Monitoring: Measure X to be implemented by 'Month'/'Year'

Examples:

- The risk management official will be provided progress reports on implementation of the Spills Response Plan on XX, XX, XXXX and XX, XX, XXXX etc.
- Leakage detection procedures
- Site will be inspected annually, beginning XX, XX, XXXX
- Schedule to review and update the plan on a regular basis.

Section 5 – Additional Information (If Applicable)

<p>Existing Provincial Instruments, Permits, Licenses, etc.: (Please attach copies.)</p>	<p>Provincial instruments (approvals, permits, licenses, conditions, etc.) applied to the site. i.e.</p> <ol style="list-style-type: none"> 1. Certificate of Approval or Environmental Compliance Approval – Waste Disposal # XXXXXXXXX
<p>Existing Municipal Permits, Licenses, Site Conditions, etc.: (Please attach copies.)</p>	<p>Applicable controls at the site (may not be related specifically to drinking water or source protection) i.e.</p> <ol style="list-style-type: none"> 1. Business License for Home Occupation 2. Open Plumbing Permit # PXX-XXXX
<p>Any Other Applicable Programs/Plans/Best Management Practices: (Please attach copies.)</p>	<p>i.e.</p> <ul style="list-style-type: none"> ▪ Environmental Farm Plan, ISO1400 standards: Includes monitoring / compliance / safety programs ▪ Over the last XX years the company has been continually working with major suppliers to develop environmentally friendlier production techniques and products. <p>The company is a community leader in the development and promotion of the use of non-toxic dyes and chemicals, including working with local authorities before the introduction of new dyes and chemicals to assess any possible negative effects on municipal waste treatment systems.</p>

Section 6 – Agreement

BY SIGNING BELOW, I AGREE:

- a. I/we acknowledge that the Source Protection Plan for the Greater Sudbury Source Protection Area, which came into effect on April 1, 2015, requires that a Section 58 Risk Management Plan be implemented for the activities described in Section 2 (above) at the location described at Section 1; and that activities must be conducted in accordance with the Risk Management Plan as modified and agreed by the Risk Management Official;
- b. THAT ANY CONDUCT OF THE ACTIVITIES DESCRIBED IN SECTION 2 INDICATES MY AGREEMENT TO THE RISK MANAGEMENT PLAN AND ANY MODIFICATIONS TO THE RISK MANAGEMENT PLAN BY THE RISK MANAGEMENT OFFICIAL;
- c. that a copy of the Risk Management Plan must be displayed in a prominent place and must be presented to a Risk Management Official, Risk Management Inspector, or designate, when requested;
- d. that any changes to the activities described in Section 2 (e.g. application of road salt) may require an amendment to the Risk Management Plan, and I/we will notify the Risk Management Official if any such changes occur;
- e. that failure to comply with all the requirements of an approved Risk Management Plan may result in action by the Risk Management Official, Inspector or City of Greater Sudbury, including but not limited to charges or fines;
- f. that one or both the Risk Management Official or Inspector will contact me occasionally to confirm if any changes to the activities described in Section 2 have occurred and if so, I/we will provide a record of the changes (i.e. changed chemical type/quantity/effective date);
- g. that this Risk Management Plan is not transferrable to any other parties without the approval of the Risk Management Official and payment of the required fee;
- h. that this Risk Management Plan remains in effect in perpetuity or until such time as decided by the Risk Management Official; and
- i. that I/we am/are liable for fees relating to the Risk Management Official’s agreement to the Risk Management Plan which fees shall be charged at a rate of \$55.00 per hour and any amounts billed by a service provider where such services are required to assist the Risk Management Official, and in every case a minimum of one hour shall be charged and is to be remitted with this application.

I/we have authority to bind the applicant:

Print Name(s): _____

Signature(s): _____

Date: _____

Applicable fees are set out in the Source Protection By-Law which can be found on the webpage. Upon review and approval of your Risk Management Plan, fees owing will be calculated, due and payable. The RMO will then issue a Notice of Agreement and append the Final Risk Management Plan at this time.

Collection of Personal Information: The purpose of this information is to process your application under Part IV of the Clean Water Act, 2006. Questions regarding the collection of this information may be directed to the City’s Risk Management Official, 200 Brady Street, Sudbury ON P3A 5P3 or (705) 674-4455 ext 3600.

ATTACHMENTS' TABLE OF CONTENTS

Please list, in the space following, all attachments included with this application:

<input type="checkbox"/>		Section 2 of this Application references Maps that should be submitted with the document. Other documents may also be included: list all such attached documents here to ensure the approval process will be expedited efficiently.
<input type="checkbox"/>		
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Attach extra page(s) if required.