

APPENDIX J

CONTINGENCY PLAN

Introduction

This contingency plan applies to the handling of asbestos at the construction and demolition disposal and recovery site owned by 3033869 Nova Scotia Limited which site is located at 1031 Uhlman Branch Road, in the County of Annapolis, Province of Nova Scotia.

2. Administrative Policy

The administration of 3033869 Nova Scotia Limited ensures that all of the personnel involved in the handling of asbestos waste including, the inspection, receiving, weighing and disposal of the waste, are given training in WHMIS. Information on the dangers involved when handling asbestos waste, protective gear and receiving paperwork required together with safe and secure methods for the disposal of the waste, are located in the work area or obtained directly from the Site Supervisor and response team commander.

The contingency plan and personnel training will be updated where necessary to comply with changes in Company Policy, industrial emergency planning standards, industrial codes of practice and applicable legislation and regulations. The plan will be reviewed following any emergencies at the site to determine the effectiveness of the plan and the requirements for change to ensure the plan meets emergency situations.

3. Purpose

The purpose of the contingency plan is to recognize the workplace and environmental hazard associated with the handling and disposal of asbestos waste and set out the responses and actions required to properly manage the waste and thereby minimize or nullify its negative impact on the environment.

3033869 Nova Scotia Limited operates a site for the disposal of asbestos waste at 1031 Uhlman Branch Road and the site is improved primarily with a weigh scale office and weigh scale. In addition to the asbestos waste, the site receives and disposes of construction and demolition debris. The disposal involves the entombing of both of these waste products.

(a) Hazard Assessment

The type of waste dangerous goods located at the subject site is asbestos waste. Once accepted for disposal the waste is placed in a specially designed disposal cell and covered within 24 hours of being received.

Potential adverse effects of the containers containing asbestos being damaged in the disposal handling process is the possible inhalation of escaping asbestos fibres. It is therefore mandatory that protective clothing and gear are required for the safety of all personnel involved in the process.

(b) Resources and Roles/Responsibilities

Where containers containing asbestos waste are damaged in the disposal process the containers are wetted down and repackaged to prevent the asbestos material from entering the environment. No one involved in the containment handling process shall do so without the protective clothing and gear to carry out the task.

The following emergency equipment will, at all times, be located on the site to allow for a quick response in case of the danger of asbestos fibres entering the environment:

- (i) respiratory protective equipment
- (ii) HEPA air filters
- (iii) protective clothing
- (iv) wetting /saturating agents and equipment
- (v) leak tight polyethylene bags
- (vi) barrier material

On-site trained personnel of 3033869 Nova Scotia Limited will be available and qualified to deal with situations regarding the proper handling, repackaging and disposal of asbestos waste. The personnel will be on site during normal business hours.

The response team manager (Site Supervisor) is in charge of the countermeasures phase of an incident involving the containment of asbestos waste. This person is responsible for ensuring the performance of the following:

- Making decisions on the severity of the incident, the most effective method of containment, need for outside assistance and notification of Company's senior management.
- Commit resources to the containment and disposal process.

- Direct the people and the resources used in the containment and disposal process.
- Act as the focal point for information exchange on the containment and disposal process.
- Prepare and submit an incident report detailing the containment response and disposal.

5. Implementation and Operation

(a) Notification

All incidents are to be reported as follows:

- On Site Incidents
Site personnel verbally report to the Site Supervisor
- On Site Incidents
The Site Supervisor, at first instance, verbally reports to the Company's President, Craig Parsons - Response Team Commander or, in his absence, the Company's Vice President, John Parsons - Deputy Response Team Commander.

The Site Supervisor files a follow-up written Incident Report with the Company's President, Craig Parsons / Response Team Commander or, as the case may be, the Company's Vice President, John Parsons / Deputy Response Commander.
- Notification of Authorities
Craig Parsons - President/ Response Team Commander or, as the case may be, John Parsons - Vice President / Deputy Response Commander.

The Response Commander or the Deputy Response Commander, as the case may be, shall be responsible for reporting incidents to the following:

- Nova Scotia Department of Environment 1-902-679-6086
- Fire, Police, Medical, Poison 911
- Nova Scotia Department of Natural Resources 1-902-584-2229
- Nova Scotia Department of Transportation and Infrastructure Renewal (Transportation Division) 1-902-825-3395

- CANUTEC (Dangerous Goods Emergency Centre) 1-613-996-6666
- President (Craig Parsons) 1-902-765-9199 (O)
1-902-825-7127 (C)
- Vice President (John Parsons) 1-902-765-6312 (O)
1-902-825-0286 (C)
- Site Supervisor (Phil Rocheleau) 1-902-840-1304
- Equipment Operator (Cecil Veniot) 1-902-825-6805
- Mid Valley Construction (1997) Limited 1-902-765-6312

(b) Response Procedures

When containing, wetting, repackaging and disposing of asbestos waste, respiratory protective equipment must be used and protective clothing worn at all times.

The following is a step by step summary of the emergency plan activation procedure in case of an incident involving damage to containers containing asbestos waste:

- notify the response team commander or response team commander
- tend to any medical emergencies
- notify authorities as appropriate
- ensure the site is physically safe and isolate the potentially contaminated area
- assemble materials and equipment for containment
- contain the asbestos by wetting and repackaging
- properly dispose of and cover the waste in a specially designed cell.

EMERGENCY RESPONSE PLAN - FIRE

Purpose

To minimize loss and injury, any type of fire, indoor and outdoor, should be reported to the fire department by calling **911**. Should there be a building fire, all building occupants are to be evacuated for their personal safety. Fire extinguishers have been provided within the building to extinguish small fires.

Scope

All personnel are to be aware of the fire emergency plan and take prompt action following the procedure as set out below.

Procedure

BE PREPARED

- * Know the location of the fire extinguishers and other fire fighting equipment in your workplace. Familiarize yourself with the procedures and participate in fire extinguisher and other fire fighting equipment training to prepare yourself in case of a fire.

* **IF YOU DISCOVER A FIRE**

If you see or hear a fire, or smell smoke either inside the weigh scale building or on or about the site generally take immediate action and call **911** and provide the 911 operator with all the pertinent facts. When the 911 operator answers provide the following information:

- **YOUR NAME**
- **PHONE NUMBER**
- **LOCATION OF YOUR CALL, (Torbrook C & D Disposal and Recovery, 1031 Uhlman Branch Road, Torbrook, Nova Scotia)**

Advise the operator about the precise nature of the fire (ie.: building fire, automotive fire, site fire - located in one of the working cells, or a forest or grass fire). Tell the operator the location of the site gate and how the fire truck may enter the site. Indicate whether there are any injuries, and the number and extent of those injuries. **DO NOT HANG UP** until permission to do so by the operator. Dispatch another person to the site gate to guide the fire truck to the fire area.

* **USE OF EXISTING EQUIPMENT**

In the event the fire is small enough, you might try and put it out using existing equipment - use your best judgement - if trained and competent. If for example, the fire is located in the weigh scale building and small enough to be extinguished by a fire extinguisher, fire extinguishers are located in the building and are readily available. Become aware of the location of these extinguishers. If the fire is automotive, all of the operating site vehicles are equipped with fire extinguishers for use in emergencies. Again, judgement is to be used as to whether or not an individual attempt to extinguish the fire should be made. When in doubt, an attempt to extinguish the fire should not be made. If the fire is located in one of the working site cells or is a grass or forest fire and appears to be manageable with water, the water may be pumped from the site settling pond and used to extinguish it. Judgement is to be exercised and the fire should not be approached if there is any doubt as to the likelihood of it being contained by site personnel. Equipment working on the site may also be an aid in containing an outdoor fire.

* **EVACUATION**

If a fire is clearly out of control and is located in the weigh scale building, the building is to be evacuated by all personnel and they are to muster beyond the weigh scale to the west of the building. The Fire warden (Site Supervisor or Designate) is to ensure all persons occupying the building at the time of the fire are accounted for. At the direction of the Fire Department the building may be re-entered following the extinguishment of the fire.

In the event the fire is outdoors and is out of control the Fire warden is to ensure all personnel working on the site or visitors to the site are accounted for and mustered in the general area of the weigh scale. Unless requested by the Fire Department to assist in the fighting of the fire, site personnel are to remain away from the active fire area.

* **IF YOU ARE TRAPPED (Building)**

Dial 911 and provide a description of your location.
Place towels/clothes (wet if possible) at the bottom of the door.
Open windows, if possible.
Stay close to the floor if there is a lot of smoke.

* **IF YOUR CLOTHES CATCH FIRE**

Stop whatever you are doing.
Drop to the ground.
Roll to smother flames.

If someone else's clothes catch on fire have them stop, drop and roll. Try to smother the flames with a piece of clothing.

* **USING AN EXTINGUISHER**

- Think "PASS"
- Pull the safety pin at the top of the extinguisher.
- Aim the nozzle/hose at the base of the flames.
- Squeeze or press the handle.
- Sweep from side to side at the base of the fire until it is out.

* **NOTIFY MANAGEMENT**

The Site Supervisor, if not on the site is to be notified. Emergency numbers are posted on an emergency contact list.

Responsibility

In the event of a fire, it is the responsibility of the Fire warden to ensure all site personnel move to the muster area and all site personnel are to take direction from the Fire Department. The Fire warden is to ensure Company senior management has been notified of the fire and appropriate action steps taken.