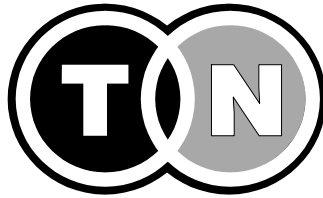


## **Mesures d'urgence**

- **Manuel des procédures d'urgence**
- **Plan d'intervention spécifique – Lac des Deux Montagnes**
- **Information aux intervenants d'urgence locaux**
- **Documents de sensibilisation**



**TRANS-NORTHERN PIPELINES INC.**

**EMERGENCY PROCEDURES MANUAL**



**Trans-Northern Pipelines Inc.  
Emergency Procedures Manual**

**RECORD OF REVISIONS**

**To the Manual Holder:**

This record is for your convenience in keeping your manual current. Each time new or revised sheets are issued, they will be accompanied by a covering instruction sheet numbered in sequence.

Enter your revision number, date and your signature in the space below to indicate that you have received the revision.

REVISION NUMBER	DATE INSERTED	MANUAL HOLDER'S SIGNATURE
# 1	99-11-05	<i>[Signature]</i>
# 2	99-12-08	<i>[Signature]</i>
# 3	99-12-20	<i>[Signature]</i>
# 4	00-02-07	<i>[Signature]</i>
# 5	00-05-01	<i>[Signature]</i>
# 6	00-06-30	<i>[Signature]</i>
# 7	00-07-04	<i>[Signature]</i>
# 8	00-07-04	<i>[Signature]</i>
# 9	00-07-24	<i>[Signature]</i>
# 10	01-01-24	<i>[Signature]</i>
# 11	01-04-09	<i>[Signature]</i>
# 12	02-02-01	<i>[Signature]</i>
# 13	02-02-22	<i>[Signature]</i>
# 14	02-04-01	<i>[Signature]</i>



**Trans-Northern** D<sup>2</sup>

**Inter-Offi**



**To: See Below**  
**From: M. Donovan**

**Date: 17 July 2003**

**Subject: Emergency Procedures Manual - REVISION #16**

Attached are revisions to the Emergency Procedure Manual, as follows:

- |            |   |
|------------|---|
| Section 3  | Replace Pages 3-9 to 3-14   |
| Section 5  | Replace Pages 5-7 to 5-8  |
| Section 12 | Replace Pages 12-7 & 12-8<br>Insert H/O Pull Station/Fire Extinguisher Map Behind 12-7/12-8 |
| Section 13 | Replace 13-1 to 13-8  |
| Section 14 | Replace Schematics: Dwg. No. NPB, MCB, CTB, CTE, GQE  |

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To: See Below  
From: M. Donovan

Date: 5 September 2002

**Subject: Emergency Procedures Manual - REVISION #15**

Attached are revisions to the Emergency Procedure Manual, as follows:

Section 1	Replace Generic Emergency Response Plan
Section 3	Replace Pages 3-1 to 3-20
Section 4	Replace Pages 4-7 to 4-10
Section 5	Replace Pages 5-1 to 5-10
Section 7	Replace Pages 7-1 to 7-6
Section 8	Replace Pages 8-1 to 8-9 with Attached Pages 8-1 to 8-12

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**Inter-Office Correspondence**

To: See Below  
From: M. Donovan

Date: 26 March 2002

**Subject: Emergency Procedures Manual - REVISION #14**

Attached are revisions to the Emergency Procedure Manual, as follows:

Section 3	Replace Pages 3-1 & 3-2
Section 7	Replace Pages 7-5 & 7-6
Section 11	Replace Page 11-1
Section 12	Replace Page 12-15 & 12-16

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**Trans-Northern Pipelines Inc.**  
**Inter-Office Correspondence**

To: See Below  
From: M. Donovan

Date: 19 February 2002

**Subject: Emergency Procedures Manual - REVISION #13**

Attached are revisions to the Emergency Procedure Manual, as follows:

Section 3	Replace Pages 3-1 & 3-2 Replace Pages 3-7 and 3-8
Section 7	Replace Pages 7-3 to 7-6
Section 14	Replace Dwg. No. BLB Replace Dwg. No. NPB

**Distribution as Follows:**

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Trans-Northern Pipelines Inc.  
**EMERGENCY PROCEDURES MANUAL**  
**TABLE OF CONTENTS**

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- b) Emergency Oil Product Spill Philosophy
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- e) Manual Maintenance

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- 2. Alerting Procedures
- 3. Telephone Numbers: Personnel, Stations, Vehicles, Pagers
- 4. Emergency Municipal Telephone Numbers
- 5. Notification Procedures
- 6. Marine Response Organizations
- 7. Contractor Services, Equipment and Personnel
- 8. Waste Disposal, Manifesting and Reporting Requirements
- 9. Public and Governmental Relations
- 10. Training Requirements and Guidelines
- 11. Emergencies Involving PCB's
- 12. Other Emergencies, Security and Evacuation
- 13. TNPI Emergency Response Equipment and Repair Materials
- 14. Valve Site Vicinity Drawings (also see Mainline Block Valve Manual)
- 15. Pipeline Route Maps (1:30,000 scale)

NOTE: This Emergency Procedures Manual contains generic emergency response information. An alternate manual titled Emergency Procedures Manual - Site Response Plans # 1, details site specific emergency response plans for all watercourses and urban areas throughout Trans-Northern. These plans are referred to as SSW's and SSU's. These plans augment and support emergency response teams.

## **EMERGENCY PROCEDURES MANUAL**

### **(a) Introduction**

Any event that contributes to a loss to the Company, either through lost time injuries, damaged equipment, lost throughput (line time), or disruption to service can generally be considered incidents and must be reported as part of the Company's ongoing EOIMS program.

Incidents that are a threat to people, property and the environment are considered by the Company to qualify as an emergency. These incidents include:

1. product oil spill or leak;
2. fire; and
3. bomb threat.

The majority of this manual deals with oil product spills or leakage from the pipeline and spills at stations; however, it should be referred to as a resource of information in the event of fire or bomb threat or other emergency requiring action.

### **(b) Emergency Oil Product Spill Philosophy**

It is the policy of the Company to prevent oil product spills, but when they do occur, the Company is committed to reducing damage to people, property and the environment.

This manual is provided to assist Company personnel to respond to, and take positive action upon the notification of, an oil product spill. Generally, the action required on the part of Company personnel in response to a product oil spill is to:

1. stop the release of the oil product;
2. contain as much of the oil product in the immediate vicinity of the spill;
3. prevent or reduce the impact of released oil product on people, property or the environment;
4. recover as much of the oil product as possible;
5. cleanup the affected area, to the extent practical, to pre-spill conditions; and
6. comply with the legislative requirements of relevant regulating bodies.

This manual will serve as a training manual for personnel new to oil product spill response, as well as a reference guide to seasoned pipeliners. There are numerous conditions at spill sites which will influence the On Scene Commander in his approach to each spill; therefore, it is not intended that this manual provide rigid instructions for all cases.

## **EMERGENCY PROCEDURES MANUAL**

### **(c) How to Use This Manual**

This manual consists of 15 sections, identified and described as follows:

1. Emergency Response - General Considerations

Safety requirements and general considerations that all personnel responding to an oil product spill emergency should know and understand.

2. Alerting Procedures

What to do when a report concerning a pipeline emergency is received by Company personnel respecting a pipeline emergency (e.g. sequence of telephone contacts).

3. Telephone Numbers: Personnel, Stations, Vehicles and Pagers

A listing of telephone numbers of company personnel, stations, vehicle cellular telephones and pagers.

4. Emergency Municipal Telephone Numbers

A listing of police, fire, ambulance, hospitals and municipalities along the pipeline route, referenced to the nearest pump or meter station and pipeline mile or kilometre post. This section also contains a listing of Municipal Emergency Plans on file in the Crisis Command Centre, which contain valuable information and emergency telephone contacts within most municipalities.

5. Notification Procedures

A listing of concerned regulatory agencies that **MUST** be contacted in the event of a spill, as well as other pipeline companies and utilities that may be affected by a Trans-Northern emergency:

It is very important to remember that different regulatory agencies must be contacted when a spill is on water versus when a spill is confined to land only.



## **EMERGENCY PROCEDURES MANUAL**

### 6. Marine Response Organizations

The Company may mobilize marine response personnel, equipment and materials for incidents on water bodies which may be beyond internal capability to control.

### 7. Contractor Services, Equipment and Personnel

A listing of Contractor Services and Equipment available in Ontario and Quebec.

### 8. Waste Disposal, Manifesting and Reporting Requirements

Once a spill occurs, there are legal requirements that must be met with regard to the transportation and disposal of contaminated or hazardous wastes. Specifically, the transportation of all recovered product, contaminated liquids, and contaminated solids must be documented and properly reported to the authorities.

This section also provides information on registered waste storage sites, oil/water separators, disposal of other wastes, and information on the handling of materials containing asbestos such as transite board (located at specified stations), coal tar enamel, and gaskets.

### 9. Public and Governmental Relations

The media has an interest and responsibility to report news events to the public. It is in the interest of the Company to co-operate with the media to ensure factual reporting. This section will provide a guideline to personnel not familiar or experienced with media interviews.

Where possible, the media should be referred to the On-Scene Commander or other personnel designated to address the media.

This section also provides a listing of legal assistance retained by the Company to assist with the liabilities that may be involved during an emergency, as well as guidelines to assist personnel in handling an interview with incident investigators.

### 10. Training Requirements and Guidelines

It is the responsibility of management to ensure personnel are trained to responsibly enact these Emergency Procedures; however, the degree of training varies with departments and with individuals within departments.

## **EMERGENCY PROCEDURES MANUAL**

### 11. Emergencies Involving PCB's

TNPI no longer has electrical equipment or storage of substances containing chlorobiphenyls (PCB's). This section summarizes the PCB content of transformers throughout the TNPI system.

### 12. Other Emergencies, Security and Evacuation Procedures

In the event of a fire or bomb threat, the first priority is to safely and rapidly evacuate the affected area, followed by the prompt notification to the appropriate authorities responsible for dealing with such emergencies.

Evacuation procedures for all stations and head office are included in this section.

### 13. Emergency Response Equipment

The company maintains an inventory of equipment contained in emergency response trailers located at Elmbank, Lancaster, and Kilbirnie. This section lists the contents of these trailers, to facilitate maintenance.

### 14. Valve Site Vicinity Drawings

Drawings showing all mainline block valves are provided to assist personnel with access and roadway directions.

### 15. Pipeline Route Maps

Pipeline route maps at a scale of 1:30,000 provide mile post references and aid identification of potential areas of damage, resulting from a major spill into a waterway.

#### **(d) Distribution List**

Distribution of this manual is as follows;

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Technical Supervisor

### (e) **Manual Maintenance**

As facilities change throughout the system, or as municipal contacts, telephone numbers, personnel and other important emergency data are changed, this manual will be kept current. Managers of Engineering & Oil Movements, Field Services, and Environment Health & Safety are responsible for identifying these changes and maintaining accuracy and completeness of this manual. Revisions should be forwarded to one of the foregoing managers for handling, using the appropriate Manual Change Request Form.

**1. Emergency Response - General Considerations**

Minor spills (i.e. within station property or small leaks on the mainline) can normally be handled by Field Services. There should be no reluctance by personnel to call upon outside help when necessary. A minor spill can be defined as one in which oil product can be readily contained to the site, and recovered by oil absorbent or pumped into containers. A minor spill has limited impact on property or the environment.

A major spill is one in which oil product cannot be contained to the immediate vicinity of the spill (i.e. flows away from or seeps into the ground), or cannot be removed readily. Major spills can present an immediate danger to people, property and the environment.

**(a) Precautions in Handling of Oil Petroleum Products**

There is always a risk that petroleum products will ignite when exposed to air. The hazard of explosion or fire should be constantly kept in mind. Company personnel involved in the response to oil product spills must be familiar with the effects of refined oil products transported throughout the pipeline. This information is described on Material Safety Data Sheets contained in the pipeline products binder.

Although rare in occurrence, products which pose unusual health and safety threats have been shipped unexpectedly in the pipeline. These types of products require special handling procedures. See Section 2 - Alerting Procedures - to notify the appropriate people if such a situation is detected. The irregular product shall not be handled until personnel have received proper protective equipment and procedures for dealing with that product.

The public should be kept away from the spill site for their own protection. Where necessary, appropriate public officials should be contacted to assist with traffic control, resident occupancy and spectators. Generally, the police will cooperate in these matters.

When the nature of product and the likelihood of public access to the site warrants, suitable warnings in the form of road blocks, warning signs, etc. shall warn of the hazard. Smoking or other sources of ignition must be prevented at the scene of the spill.

Most oil petroleum product vapours are heavier than air. When first approaching a leak or spill site, working personnel should consider wind direction, velocity, surface contour and the effects of heavy vegetation growth. All possible sources of ignition should be eliminated. A hazardous atmosphere detector (% LEL, % O<sub>2</sub>)

should always be used when investigating a leak or spill site. Fire extinguishers should be kept available upwind and manned, ready for instant use.

Gasoline contains benzene which is a **confirmed human carcinogen**. Personnel **MUST** wear facial respirators equipped with organic filter cartridges when responding to a leak or spill involving gasoline.

When conditions warrant, the local fire department should be called in to assist with potential fire control. If a fire department is called to the spill site, try to gain an understanding that their assistance is for fire control and not to flush the spilled product where it may flow away from the site into watercourses or sewers.

If the spilled oil product is gasoline or other highly volatile oil petroleum product whose vapours may drift and ignite elsewhere, then a blanket of foam should be applied over the product.

If there is a fire, it should be controlled by fire extinguishers to the extent possible. The local fire department should be called to ensure the fire is controlled and extinguished.

(b) General Controlling Procedures

Once the oil product has been spilled, every effort must be made to prevent further release of the oil product, minimize the spread of the oil product and prevent the oil product from entering watercourses or municipal drains. Referral to the Emergency Procedures Manual, Site Response Plans will assist responders to identify the nearest watercourse and flow direction to enable interception.

2. **Shutting Down the Pipeline**

Where necessary, the flow in the pipeline can be stopped and pressure relieved to reduce the escape of product from the pipeline. This must be done by the Line Controller. Once the flow in the pipeline is stopped, isolation valves can then be closed to further reduce line drainage. Power shall be removed from isolation valves, and the valves shall be locked out.

Where there is a fire adjacent to the pipeline, it may be desirable to maintain flow to effect cooling.

3. **Excavation**

When excavating a pipeline at a leak site, great care must be taken to ensure that personnel are not exposed to hazardous vapours and that combustible mixtures are

not inadvertently ignited. The excavation site shall be monitored for hazardous atmospheres (% LEL, % O<sub>2</sub>) before any personnel are allowed to work in excavation. Should it be necessary for personnel to work in hazardous atmospheres, they shall be equipped with breathing apparatus and safety harnesses. All work shall be done in pairs in the excavation, and observed by personnel outside of the excavation, holding safety ropes and equipped with fire extinguishers. A Safety Watch shall be posted.

Personnel should only be allowed to enter the excavation site to either investigate the cause of the leak or to install a repair clamp to stop the leak. Where necessary, the hazardous atmospheres should be reduced to acceptable safe levels through the use of fine mist water sprays or discharged fire extinguisher powders or foams into the trench. Wherever there is doubt as to the level of safety for personnel involved, no one should be allowed to enter the excavation area until safe levels can be obtained and assured.

#### **4. Containment and Recovery of Oil Product Spilled on Land**

On land, a backhoe, a bulldozer etc., can be used to construct the following:

(a) Berm

The product is to be surrounded with a barrier of earth, straw, sand bags, etc.

(b) Trench or Ditch

A trench or ditch is to be excavated around the spill site to intercept the flow of product.

(c) Pits or Holes (refer to Drawing 1)

A pit or series of pits can be excavated to collect and accumulate product.

(d) Sump Holes

In areas where the soil is unstable or where long term recovery techniques are deemed appropriate, a perforated steel drum can be buried flush with the ground to collect and accumulate product.

(e) Recovery Wells

Where product seeps deeper into the ground and cannot be recovered in sump holes, one must consider the installation of recovery wells to depths below the ground water table. Specialized drilling and pumping equipment must be sought to perform this method of product recovery.

**5. Containment and Recovery of Oil Product Spilled on Water**

If petroleum product enters a watercourse, TNPL has prepared detailed site specific emergency response plans for watercourses, referred to as SSW's. This information is contained within the Emergency Response Manual, Site Response Plans # 1. These plans are intended to direct personnel to specific, predetermined containment points, access points and deflection points throughout the length of the watercourse. In addition the data sheets on each watercourse contains information which may be of assistance to responders. The principle objective of emergency response on watercourses is to intercept the flow of product, stop the flow and recover the product from the surface of the water.

**(a) Dams**

Small creeks, ditches, drains and other water courses should be dammed off with earth to block the flow of product. In some cases, multiple dams should be considered in the event of overflow.

**(b) Flumed Dams (refer to Drawing 2)**

When the water flow in small creeks, ditches and watercourses cannot be dammed off completely, these watercourses can be dammed off with a subsurface flume so that surface oil product can be accumulated upstream of the dam.

**(c) Booms, Absorbent Padding, Sweep, etc.(refer to Drawings 3-8)**

Where possible, commercial booms can be installed in watercourses to stop the flow of surface oil. Generally, they are ineffective if water flow exceeds 2 metres/second; however, in these cases, the booms can be used to divert product towards shore or natural containment areas, such as back eddies or bays. A commercial boom should always be supplemented with absorbent padding to help soak up and retain surface oil product. A sweep is a roll of absorbent padding laid on the surface of water, generally downstream of a series of booms to verify the effectiveness of upstream booms and absorbent. When a sweep becomes discoloured by product, it indicates the need to install another boom to contain the product.

When laying out dams, flumed dams or booms, important points to consider are: the flow rate of the watercourse, the distance downstream of the product spill, containment areas such as bays, bayous, wider sections, manmade structures and natural obstructions. It is equally important to identify areas that require protection from the effects of accumulating oil product such as water intakes, marinas, beaches, cattle ponds and environmental habitats. The flow of surface oil product should be diverted away from these areas and collected further downstream.



**(d) Recovery Of Oil From Under Ice (refer to Drawing 9)**

The spreading of oil under ice is not well understood and theories are being developed for predicting the spreading role. When oil in water is under ice, it floats against the underside of the ice. Pockets of oil form, matching irregularities of the ice surface. If there is any current, it tends to move the oil. Should the oil remain stable for a long period, biodegradation may begin, but because of the restricted oxygen supply available under the ice, this process is very slow.

On the ice, oil tends to spread easily subject to:

- surface irregularities on the ice
- viscosity
- density
- pour point

The ice surface is usually quite porous and the top few inches may absorb up to 25% of its volume. When oil is present on ice, a greater absorption of solar energy occurs, causing an increase in the melting rate of the ice. It may melt during the day and refreeze during the night, in which case the oil may eventually migrate through the ice and contaminate the ground or water beneath it. Oil under ice can be contained or deflected by cutting trenches in the ice, inserting plywood and allowing it to freeze into place. This method is normally restricted to deep water with currents less than 0.5 m/sec and to ice conditions favourable to support the necessary personnel and equipment. Trenches can be cut in ice for inserting plywood using chainsaws with a bar of adequate length to cut through the entire ice thickness or with the use of hand-operated ice saws. Drawing 9 illustrates the concept of using plywood barriers in totally frozen over rivers, having a current preferably less 0.5 m/sec under the ice.

Ice Slotting:

Ice slotting has been used successfully to collect oil spilled into rivers which were completely frozen over. A trench, up to about 1 metre wide, is cut in the ice. Because of the weight of ice to be removed from the trench, use of power equipment may be necessary. The ice must be thick enough to provide adequate support for such equipment. The oil which collects in this trench can then be removed. The slot should be angled to the current for most effective recovery.

**6. Access**

The Environmental Protection Act allows unimpeded access by personnel involved in oil product spill cleanup; however, the consent and cooperation of the affected landowner is desirable in all cases.

Permission must be obtained from the Ministry of Transportation prior to cutting fences along Highway 401.

## **7. Site Restoration**

Generally, after the oil product spill has taken place and the product has been contained and recovered, the land must be restored to its pre-spill condition. In the cases of small spills, the excavation of the trench mixes the contaminated soil with non-contaminated soil, reducing product concentration to acceptable levels which do not affect site recovery. Generally, contaminated soils are to be stockpiled on plastic sheeting or stored in approved dumpsters. Stockpiled materials and dumpsters should be covered with plastic sheeting to prevent leaching and runoff of contaminants.

The excavation should continue until all evidence of contamination has been removed from the soil, using olfactory senses (smell) or preferably through the use of an organic vapour meter (OVM) which can detect low levels of %LEL or concentration in parts per million. The excavation should be left open for at least one day and checked prior to backfill with clean materials. Slotted steel culverts may be installed in a vertical position to serve as monitoring wells following site restoration. If contaminants are evident in the culverts following site restoration, then they should be removed and all liquids should be contained either for treatment or disposal at an approved facility.

Contaminated water has been successfully treated with hydrogen peroxide and bacterial injection, reducing high levels of hydrocarbon compounds to acceptable drinking water standards. The process takes longer during colder weather, but is quite expedient during summer periods.

It is imperative that all materials be tested in accordance with provincial standards before disposal to ensure they are within provincial requirements. Materials that exceed provincial requirements must be disposed of under manifest (refer to Section 8, Waste Disposal, Manifesting and Reporting Requirements).

Major spills have the potential of long term damage unless the soil is treated or hauled away and replaced. Generally, a consultant having experience in hydrogeological site remediation technology is required to provide advise and to prepare reports for submission to provincial authorities. The Company cannot proceed with site remediation without provincial approvals.

Contaminated soils have been treated successfully by land farming the spill site. This generally requires containing the contaminated soil within a bermed area, to prevent contaminated runoff or leaching. The soil is turned over frequently to

allow aeration and sunlight to evaporate the residual product. In addition, the soil is treated with high nitrogen content fertilizers such as Urea (46% N<sub>2</sub>) to break down the oil product and to supplement the nutrients in the soil. After turning over the contaminated soil three or four times, this soil can then be spread over the site and sown with clover.

The alternative to land farming is disposal of the contaminated soil into municipal landfill. Permission from the local municipality and the provincial Ministry of the Environment must be obtained before proceeding with landfill disposal. In some cases, even the soil at the landfill site is treated, in a manner similar to that of land farming.

If local landfill disposal is not possible, the contaminated soil must then be hauled to an approved dump site. Whenever contaminated soil is removed from the spill site, it must generally be replaced with clean fill or topsoil in the case of farmland.

## **8. Classifications of Emergency Responses**

Trans-Northern has experienced three types of emergency responses which are characterized by the following descriptions.

### **(a) Limited Response:**

Initially, this response is based on an alert from a third party who reports to TNPL that "something is wrong somewhere". For example:

"I smell gas in the air"

"There is a rainbow on the surface of the river"

"There is oil in the ditch"

"There is gasoline in the field behind my house"

In these instances, TNPL personnel are immediately dispatched to the area to investigate. Simultaneously, we must also determine line pressure and contents in the event it is a leak. Oil Movements are to be alerted, and depending on the quality of the information at hand, may shut down. Pipeline maps are to be examined to determine containment points, access and possible need for evacuation. All of these things must take place in the event the situation escalated.

Limited responses endure 2-4 hours before the situation either escalates into a full response or stands down altogether.

### **(b) Investigative Response:**

When a limited response is inconclusive or if there is physical evidence of some sort of oil in the area, the situation is escalated to an investigative response to determine the source of the oil or to prove that the pipeline is not leaking.

Investigative responses may simply be based upon additional information obtained from reliable sources that sufficiently explain the presence of oil. Alternatively, the pipeline may require excavation to prospect for the presence of oil in the ground near the pipeline.

Investigative responses may endure 2 hours - 2 days before the situation either escalates into a full response or stands down altogether.

(c) Full Response:

A full response is warranted when the information revealed over the telephone raises reasonable belief that the source of concern could be coming from the pipeline. In these cases, the full resources cited in this Emergency Procedures Manual must be invoked, based on the following OBJECTIVES:

1. Stop the leak
2. Contain the product
3. Commence/complete cleanup of the site
4. Return the pipeline to service as soon as possible.

As a general rule, it is better to "over-escalate" to a situation than to "under-escalate".

## 9. Documentation

All leaks and spills are considered to be serious incidents that warrant immediate response. **Notwithstanding the size of the spill or the perceived seriousness of such events, all such incidents must be reported to:**

**Manager, Field Services, or;**

**Manager, Engineering and Operations, and;**

**Manager, Environment, Health & Safety, and;**

**President, immediately, either by telephone or teletype.**

A wallet card indicating telephone numbers is provided to personnel. This card is updated as telephone numbers change. **All leaks and spills are to be reported as incidents and on Form 810, (refer to Section 2, Alerting Procedures).**

Personnel responding to emergencies of any kind should document events, times, contacts and other details, throughout the response to facilitate analysis following the response. This activity has proven to be invaluable during investigations following the response. Where possible keep a log of events as they unfold. **Do not attempt to rely on your memory. Write it down.**

Visitors Log:

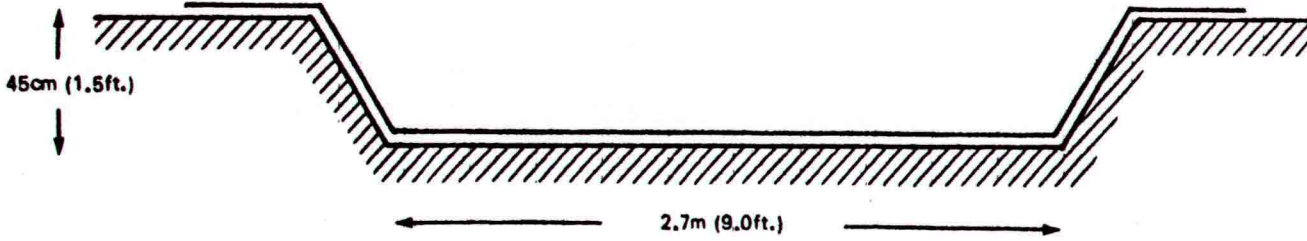
A Visitors Log shall be maintained at all sites where an emergency has been declared. All visitors and personnel visiting or working at the site shall sign in the log book each day. The Visitors Log shall be maintained for the duration of the incident until clean- up activities have been completed.

DRAWING 1

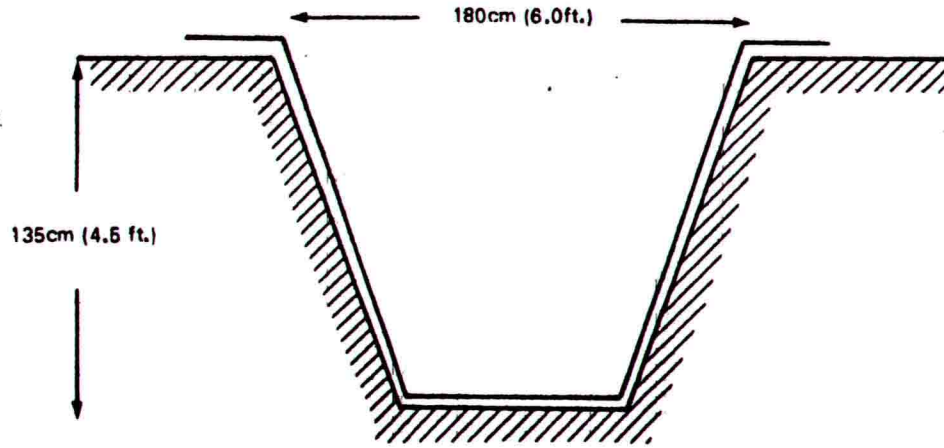
STORAGE PITS USING PLASTIC LINER

TRANS-NORTHERN PIPELINES INC.

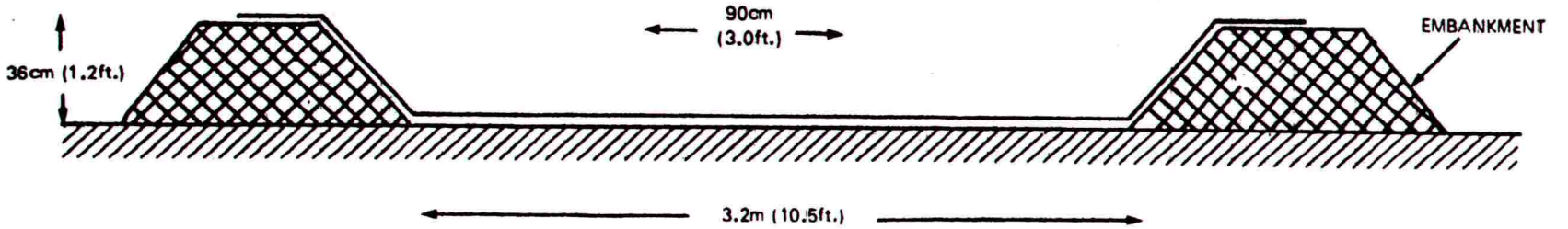
A



B

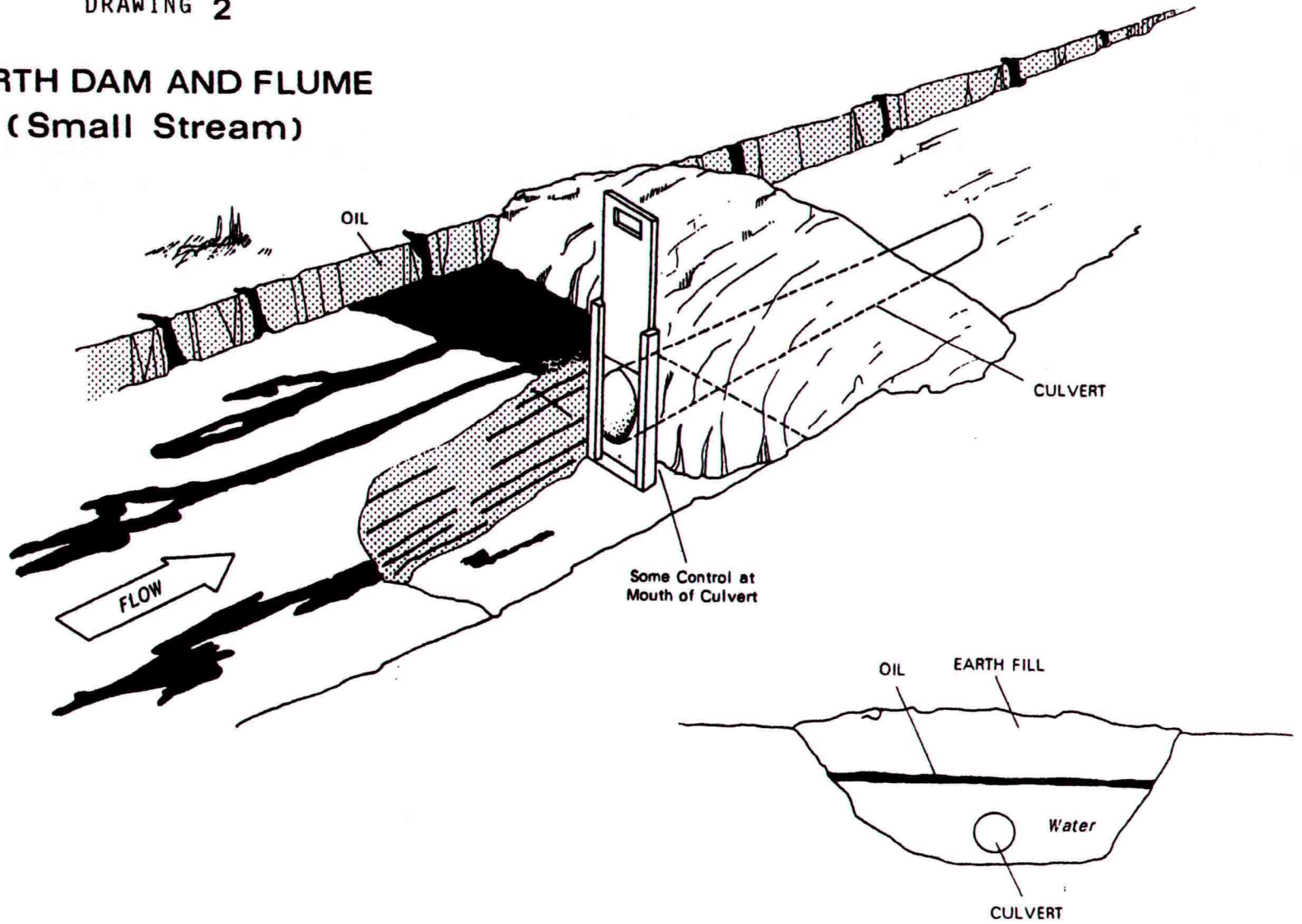


C

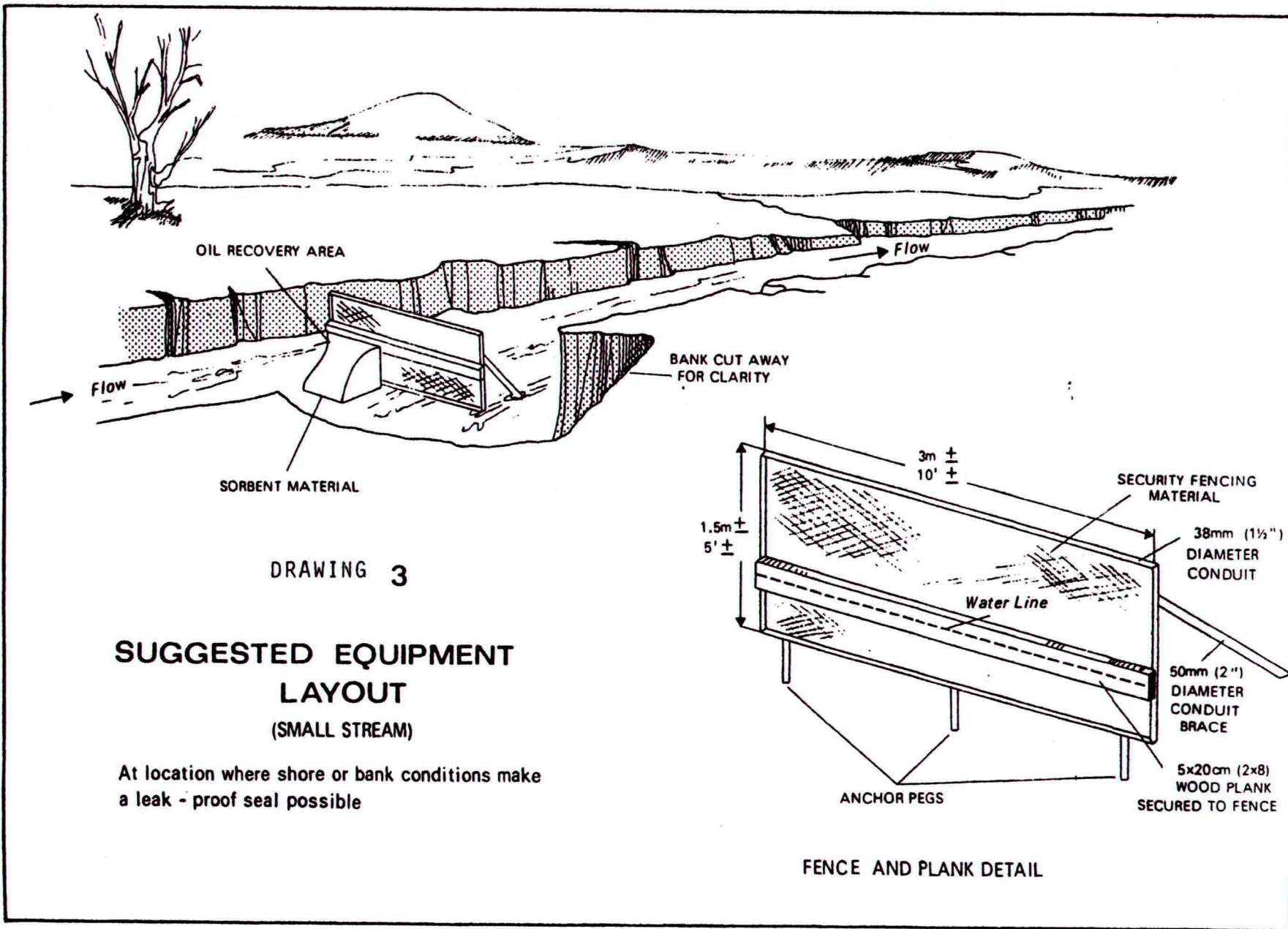


DRAWING 2

### EARTH DAM AND FLUME (Small Stream)



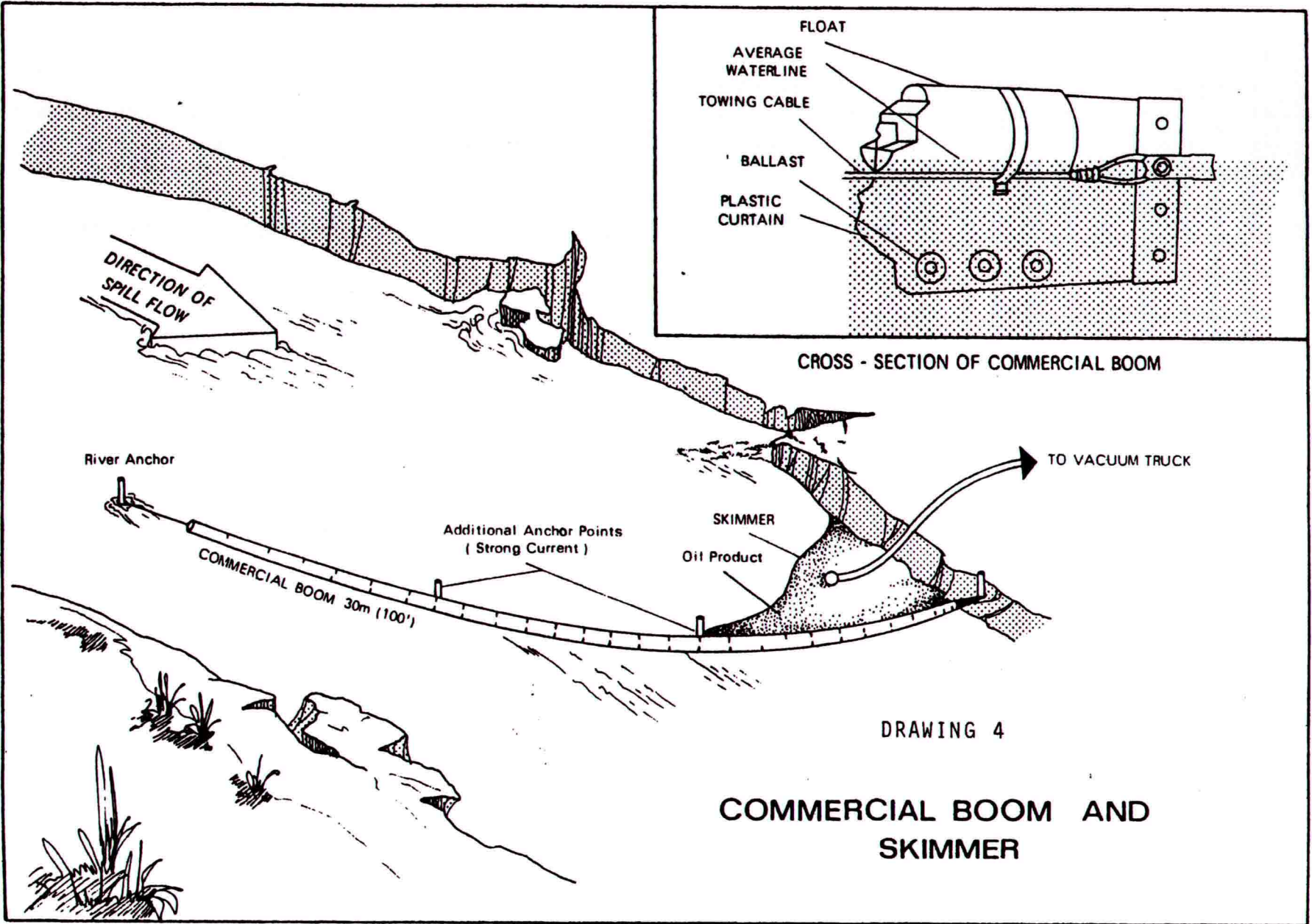




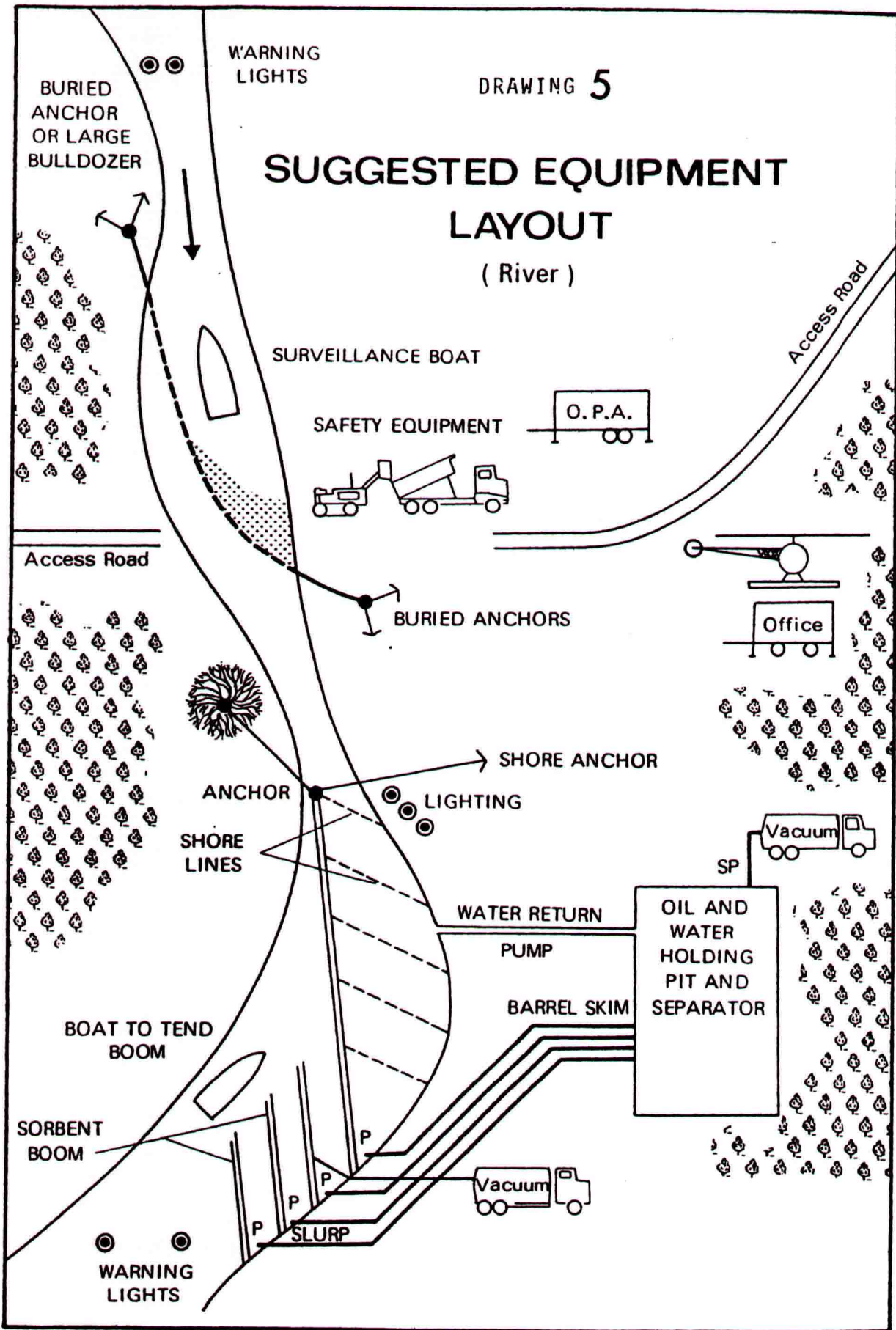
DRAWING 3

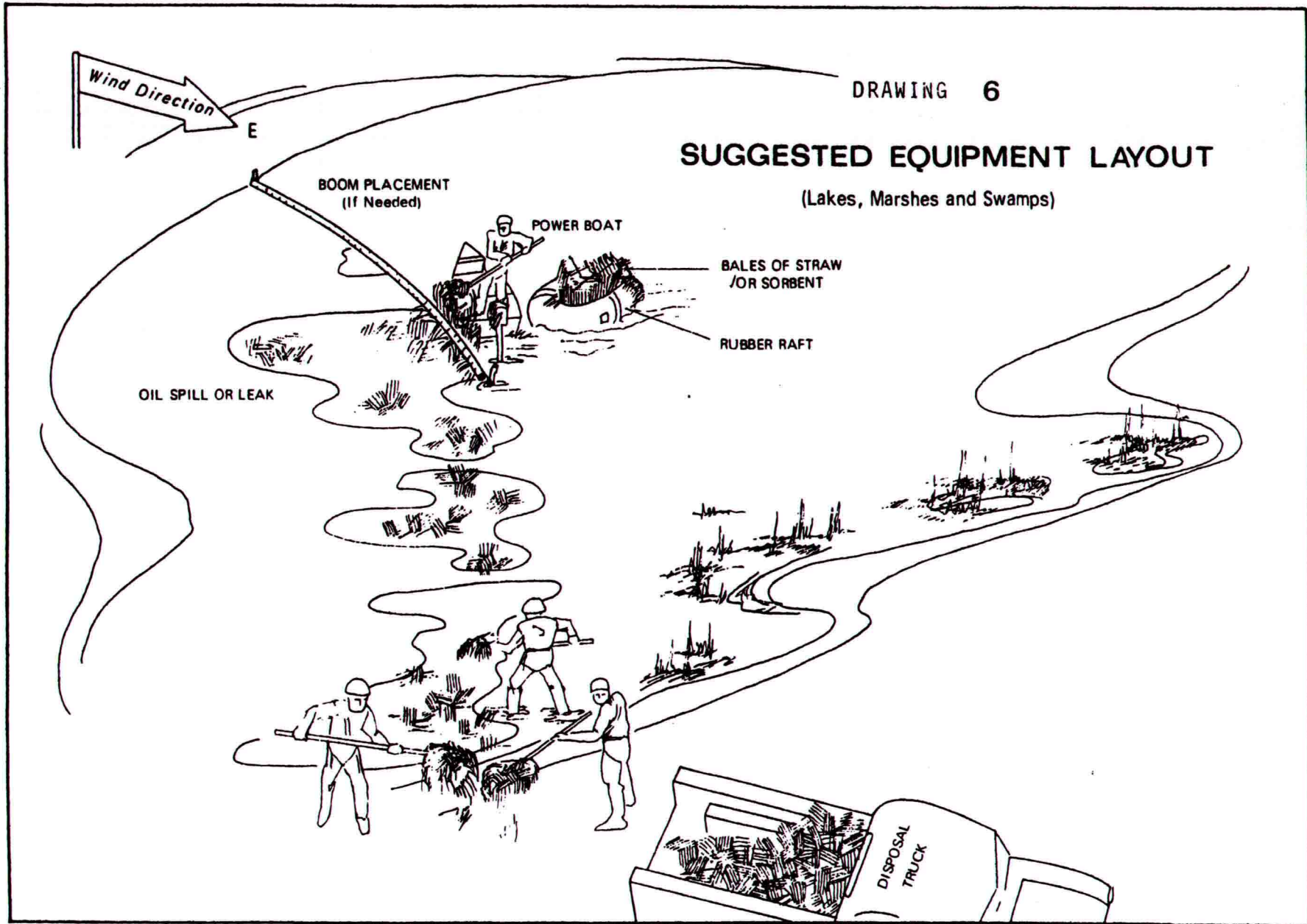
**SUGGESTED EQUIPMENT LAYOUT (SMALL STREAM)**

At location where shore or bank conditions make a leak - proof seal possible









DRAWING 6

### SUGGESTED EQUIPMENT LAYOUT

(Lakes, Marshes and Swamps)

7

LOCATING AND POSITIONING BOOMS  
(River Current)

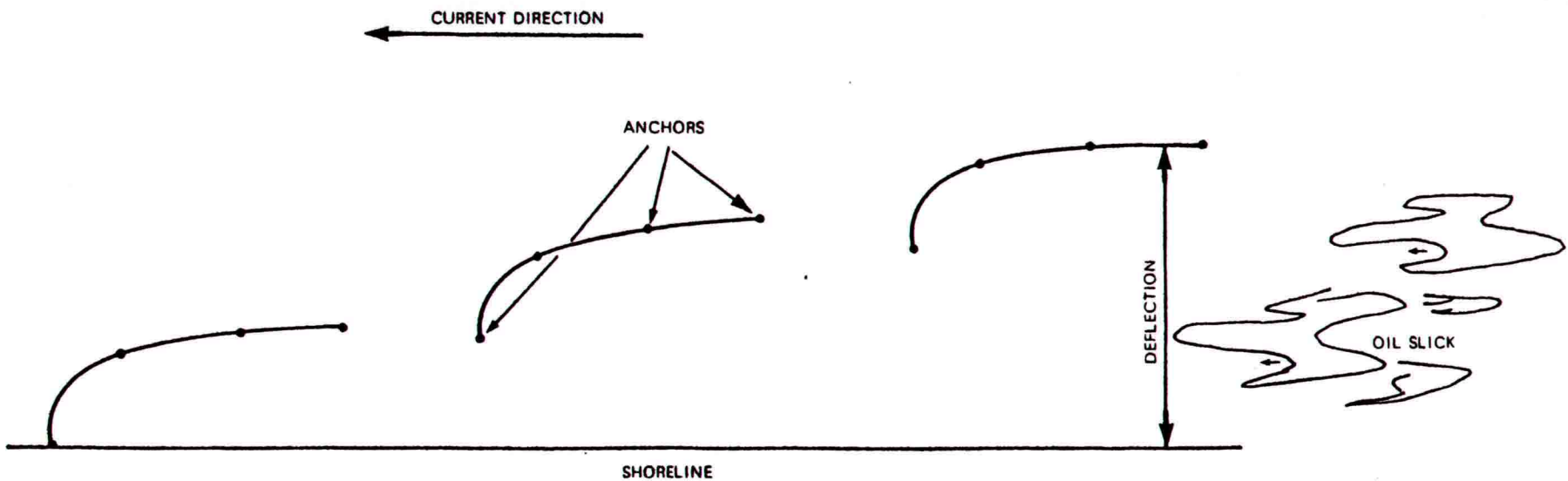
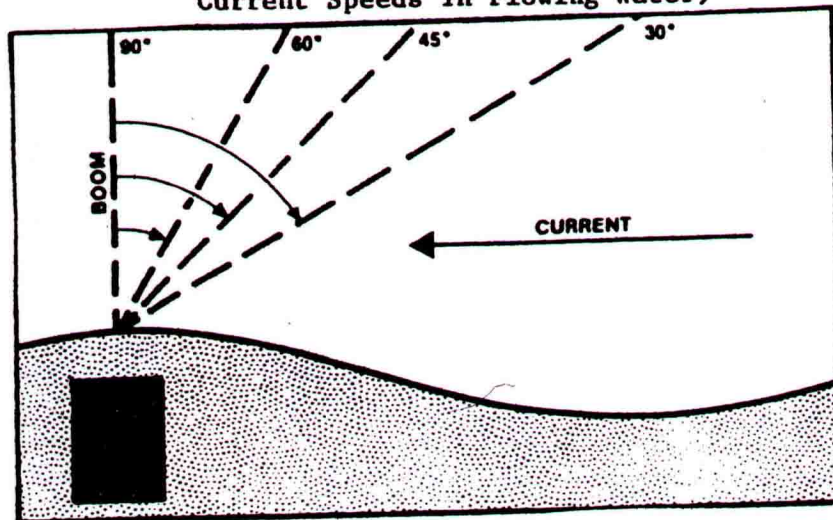


FIGURE 8

**BOOM PLACEMENT CHART AND TABLE**

(Featuring Boom Angles To Offset Different Current Speeds In Flowing Water)



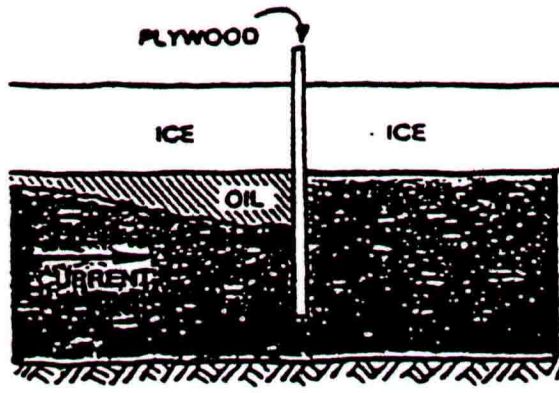
<u>CURRENT</u> Knots	<u>VELOCITY</u> Feet Per Minute	<u>BOOM ANGLE</u> For Effective Speed of 1.3 Knots
1.5	150	70°
1.6	159	65°
1.7	170	60°
1.8	184	55°
2.0	202	50°
2.3	227	45°
2.6	260	40°
3.1	307	35°
3.8	380	30°

<u>CURRENT</u> KM/H	<u>VELOCITY</u> Meters Per Second	<u>BOOM ANGLE</u> For Effective Speed of
2.78	0.76	70°
2.97	0.81	65°
3.15	0.86	60°
3.34	0.93	55°
3.71	1.03	50°
4.26	1.15	45°
4.82	1.32	40°
5.74	1.56	35°
7.04	1.93	30°

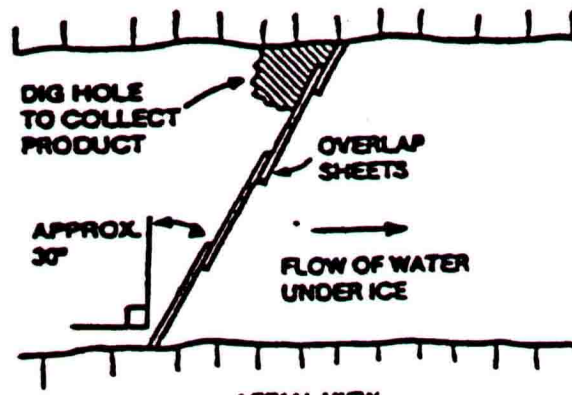


Plywood Barriers in Ice:

FIGURE 9

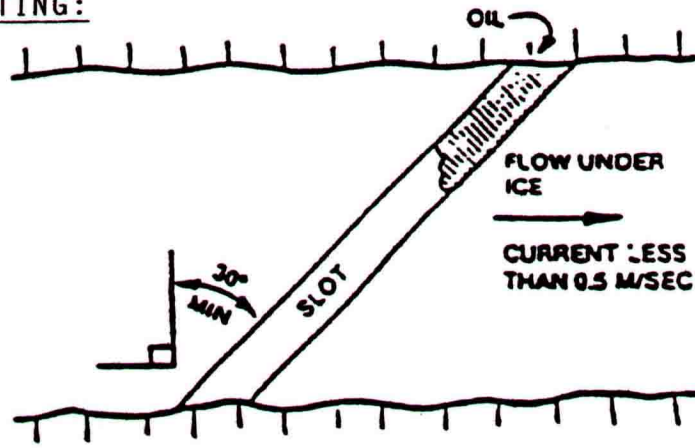


ELEVATION

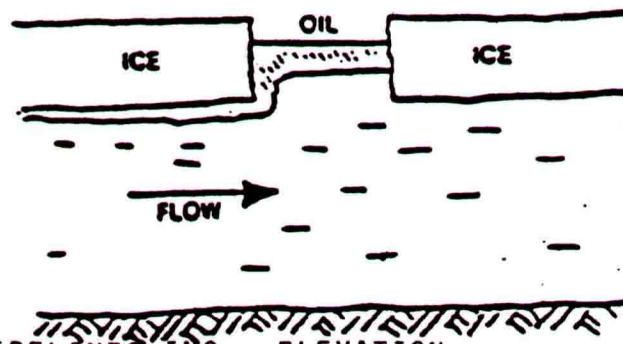


AERIAL VIEW PLAN

ICE SLOTTING:

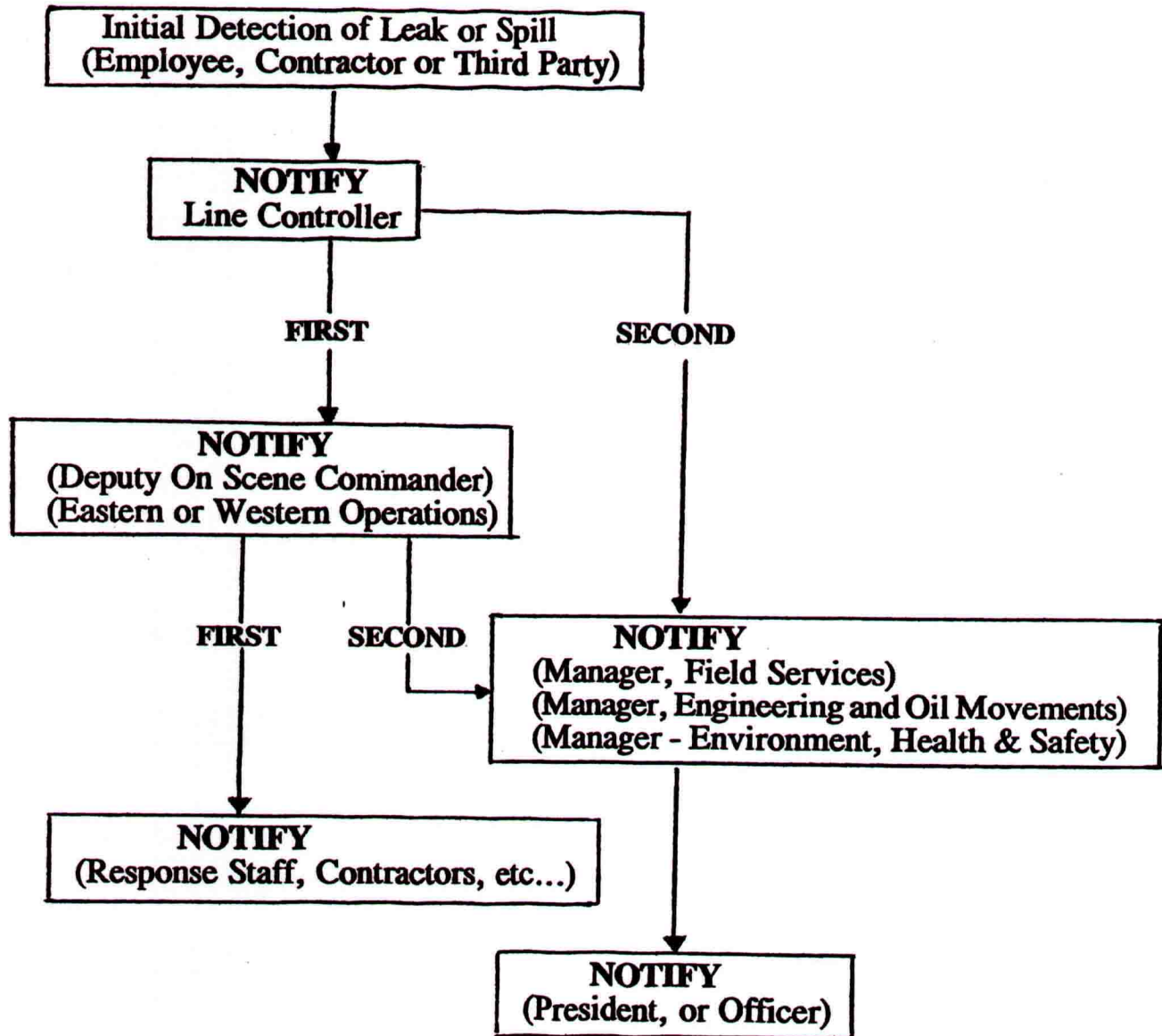


PLAN





Internal Alerting Procedure Flow Chart



**Alerting Procedures**

**(a) Receiving Report of Emergency**

Emergencies involving the pipeline may be reported to Trans-Northern by private property owners, police or fire departments, regular ground or aircraft patrol or company personnel engaged in monitoring operating parameters. Whoever receives the notification should be sure to obtain the following information, which is sufficient to permit completion of an Emergency Report (Form 810). Personnel responding to emergency situation should keep a log of events to facilitate incident analysis. Do not rely on memory! Write information down as the incident unfolds.

The location of the incident - If it is reported by a private property owner, obtain the address, which would include the lot, concession, township, county, and if possible, some relationship to a provincial or county highway or township road, If it is reported by an employee of the Company, it should be reported with the nearest mile post reference, township, lot and concession.

Brief details of the incident; i.e. amount of product evident, whether there is fire or any other pertinent details.

Whether public services, such as police or fire, have been alerted.

The date and time of the incident.

Name, telephone number, address and where the caller can be located when the person designated to take charge of the incident arrives on the scene.

**(b) Alerting Procedures - Montreal System**

The employee receiving the report of any emergency involving Kilbirnie Station and points eastward, shall contact:

(i) The Line Controller 1-800-361-0608 (24 hours)

(ii) The Line Controller shall contact:

Mr. J. F. Bissonnette, Deputy On-Scene Commander  
Maintenance Supervisor,

Residence: Not to be disclosed

Mobile: Not to be disclosed

or, in his absence:

Mr. G. Sloan,  
Technical Supervisor,

Residence: Not to be disclosed  
Mobile: Not to be disclosed

(iii) The Line Controller shall then contact either:

Manager, Field Services, On-Scene Commander (OSC)  
Mr. M. Glass,  
Residence: Not to be disclosed  
Mobile: Not to be disclosed

- or -

Manager, Engineering and Oil Movements, (Alternate OSC)  
Mr. D. W. Clarke  
Not to be disclosed (Residence)  
Not to be disclosed (Mobile)

- or -

Manager, Environment, Health & Safety, (Alternate OSC)  
Mr. G. Robinson  
Not to be disclosed

**(c) Alerting Procedures - Toronto System**

(i) An employee receiving a report of an emergency west of Kilbirnie Station shall contact the Line Controller @ 1-800-361-0608 (24 Hrs.).

(ii) The Line Controller shall contact:

Frank Gaudio, Maintenance Supervisor  
Deputy On-Scene Commander  
Not to be disclosed (Residence)  
Not to be disclosed (Mobile)

- or -

Aldo Donati, Technical Supervisor  
Not to be disclosed (Residence)  
Not to be disclosed (Mobile)

(iii) The Line Controller shall then contact either:

Mitch Glass, Manager, Field Services  
On-Scene Commander (OSC)  
Not to be disclosed (Residence)  
Not to be disclosed (Mobile)

- or -

Des Clarke, Manager, Engineering & Oil Movements  
Alternate On-Scene Commander  
Not to be disclosed (Residence)  
Not to be disclosed (Mobile)

- or -

Gary Robinson, Manager, Environment Health & Safety  
Alternate On-Scene Commander  
Not to be disclosed

**(d) Alerting Procedures - Oil Movements**

When responding to an emergency, the Line Controller shall contact:

(a) Des Clarke, Manager, Engineering & Oil Movements  
Business: (905) 770-3353, ext. 209  
Mobile: Not to be disclosed  
Residence: Not to be disclosed

- or -

(b) Wayne Folsom, Oil Movements Supervisor  
Business: (905) 770-3353, ext. 239  
Mobile: Not to be disclosed

(e) **Alerting Procedures - Executive**

When responding to an emergency or suspected pipeline leak, the **On Scene Commander** shall contact:

Gary Robinson, Manager, Environment, Health & Safety  
Mobile: Not to be disclosed

- AND -

Charles Monk, President & CEO  
Residence: Not to be disclosed  
Mobile: Not to be disclosed

- or - in his absence:

James Lang, Secretary Treasurer  
Residence: Not to be disclosed

(f) **Crisis Command Centre - Head Office**

A Crisis Command Centre has been established in Head Office, which will serve as a remote base to support the On-Scene Commander. During an incident, support personnel will be called upon to liaise with the On-Scene Commander and provide logistical support.

Situations which may warrant use of the Crisis Command Centre are:

- Death or disabling injuries of either company personnel or the public, related to a pipeline accident.
- Fire or major operating disruption to company facilities.
- Major spills, leak investigations or fires in urban areas and all spills which enter watercourses.
- Any incident which invokes or is likely to invoke media attention.
  
- Any incident which is taken over by an outside agency such as the Ministry of the Environment or the Coast Guard.
- Any incident in which the On-Scene Commander requires support from Head Office.

To initiate assistance through the Crisis Command Centre, contact:

Manager, Engineering and Oil Movements, (Alternate OSC)

Mr. D. Clarke

Residence: Not to be disclosed

Mobile: Not to be disclosed

or, in his absence:

Manager, Environment, Health & Safety, (Alternate OSC)

Mr. G. Robinson

Mobile: Not to be disclosed

**(g) Reporting Procedures**

**All leaks or suspected leaks or major spills**

**All disabling injuries**

**All explosions**

**All fires**

**All bomb threats**

MUST be reported by telephone to the On Scene Commander, the Manager, Field Services, the Manager, Environment, Health & Safety, and to the President of the Company, immediately.

All situations, which may require the line to be shut down, must also be reported by telephone to the Manager, Engineering and Oil Movements.

**All of the above Emergencies**

**All emergency responses**

**-Limited**

**-Investigative**

**-Full Emergency Response**

MUST be documented on:

1. Leak/Spill Report (Form 810)
2. Incident Report Form

and be forwarded to the On Scene Commander.

**(h) Extraordinary Product Hazards**

If an irregular product presenting an immediate and serious health or safety threat gets into the pipeline unexpectedly, the person, who learns of it or discovers it, must immediately notify the Line Controller who, in turn, will alert the Manager, Engineering and Oil Movements.

The Line Controller will alert Field Services staff by facsimile transmission.

If the product could be life threatening, the Manager, Engineering and Oil Movements will contact the Manager, Environment, Health & Safety and the President.

**(i) Authorities During Emergencies**

In the absence of or inability to contact an Officer of the Company, the On-Scene Commander, when dealing with an emergency situation caused by a line break, leak, fire or bomb threat, has discretionary financial authority to acquire those goods and services necessary for dealing with that emergency.

The On-Scene Commander shall make every reasonable effort to contact an Officer of the Company.

**(j) Contents of Crisis Command Centre**

The Crisis Command Centre contains the following information:

1. Emergency Procedures Manual (Master Copy)
2. Site Specific Plans
  - Water Crossings (SSW's)
  - Urban Plans (SSU's)
  - SSU Accordion Files
  - Burlington Canal Emergency Plan
3. Instructions Binder, containing:
  - Personnel Telephone Listing
  - Station Telephone Listing
  - Vehicle Telephone Listing
  - Fax machine Instructions
  - Index to Drawings in Engineering Department
  - Index to Operations Manuals in Line Control
4. Emergency Procedures Manuals
  - Interprovincial Pipe Line Inc.
  - Sun-Canadian Pipe Line Company
  - Sarnia Products Pipe Line
5. Municipal Emergency Plans (6 binders)
6. Ontario Spill Contingency Plan
7. Ontario Petroleum Association Emergency Plans (CPPI)
8. WHMIS Binder of Products Transported by TNPL
9. WHMIS Binder of General Use Products
10. CANUTEC Guide
11. Telephone Directories
12. Emergency Log Book
13. Complete set of Line Drawings (1:10,000)



14. Leak Detection Manual
15. Training Videos:
  - The Uninvited Guest
  - Expect the Unexpected
  - Numerous others
16. Canadian Coast Guard Marine Contingency Plan
17. CPA Subsurface Contamination and Remediation
18. Directory of Hazardous Waste Services (CORPUS)

Plus numerous other miscellaneous publications and documents related to emergency response procedures.

**FORM 810**

**TRANS-NORTHERN PIPELINES INC.  
LEAK/SPILL INVESTIGATION REPORT**

For: All Line Leak Reports, Suspected or Actual  
All Spills Over 10 Litres

**1. CALL RECEIVED:**

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Received By: \_\_\_\_\_

**2. CALLER:**

Name: \_\_\_\_\_ Telephone #: \_\_\_\_\_

Address: \_\_\_\_\_

**3. DESCRIPTION OF SITUATION (as per caller):**

Is there an odour present? \_\_\_\_\_

Is there product evident? \_\_\_\_\_

Is it gas or oil? \_\_\_\_\_

Is there a fire? \_\_\_\_\_

Can quantity be estimated? \_\_\_\_\_

Other Remarks: \_\_\_\_\_

**4. LOCATION (as per caller):**

Lot: \_\_\_\_\_ Concession: \_\_\_\_\_ Twp: \_\_\_\_\_ County: \_\_\_\_\_

Nearest Road or Intersection: \_\_\_\_\_

**TNPI REFERENCE:**

Map: \_\_\_\_\_ R/W: \_\_\_\_\_ Milepost: \_\_\_\_\_ Chainage: \_\_\_\_\_

**5. INDICATE ( • ) TO WHOM CALL WAS PASSED:**

• M. Glass	Head Office	905-770-3353, #290	Time: _____
	Residence	<u>Not to be disclosed</u>	
	Mobile	416-436-0127	

• J.F. Bissonnette	Lancaster	613-347-2463, #410	Time: _____
	Residence	<u>Not to be disclosed</u>	
	Mobile	514-919-4016	

• F. Gaudio	Elmbank	905-678-2261, #303	Time: _____
	Residence	<u>Not to be disclosed</u>	
	Mobile	416-985-4484	

• D. Clarke	Head Office	905-770-3353, #209	Time: _____
	Residence	<u>Not to be disclosed</u>	
	Mobile	416-436-0125	

• G. Robinson	Head Office	905-770-3353, #272	Time: _____
	Mobile	416-436-0126	

**6. INVESTIGATION & RESPONSE:**

**DEGREE OF RESPONSE (•):**

**Result:**

Limited Response ( )

Investigation ( )

Emergency Declared ( )

**Time:**

_____	_____
_____	_____
_____	_____

**7. EXTERNAL CONTACTS MADE:**

<b>Contact:</b>	<b>Name:</b>	<b>Phone #:</b>	<b>Time:</b>	<b>Made By:</b>
Original Caller:	_____	_____	_____	_____
Comments:	_____	_____	_____	_____
Police:	_____	_____	_____	_____
Comments:	_____	_____	_____	_____
Fire:	_____	_____	_____	_____
Comments:	_____	_____	_____	_____
Municipality:	_____	_____	_____	_____
Comments:	_____	_____	_____	_____
N.E.B.:	_____	_____	_____	_____
Comments:	_____	_____	_____	_____
T.S.B.:	_____	_____	_____	_____
Comments:	_____	_____	_____	_____
Environment:	_____	_____	_____	_____
Comments:	_____	_____	_____	_____
Land Owner:	_____	_____	_____	_____
Comments:	_____	_____	_____	_____
Other Pipelines:	_____	_____	_____	_____
Comments:	_____	_____	_____	_____
Product Owner:	_____	_____	_____	_____
Comments:	_____	_____	_____	_____

**8. INTERNAL CONTACTS MADE:**

CONTACT	When First Notified		When Results Reported	
	Time	Made By	Time	Made By
<b>Line Controller (# 905-770-3353)</b>				
<b>Alternate On-Scene Commander</b>				
<b>Alternate On-Scene Commander</b>				
<b>President (Home # <u>Not to be disclosed</u>)</b>				



National Energy Board  
Calgary, Alberta

# Appendix 1 DETAILED INCIDENT REPORT

Type or print in black pen

### Board Use Only

NEB Incident No. \_\_\_\_\_ Date Received \_\_\_\_\_ NEB Investigator \_\_\_\_\_

Investigator's Comments \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Secretary  
National Energy Board  
444 Seventh Avenue S.W.  
Calgary, Alberta T2P 0X8 • Fax: (403) 292-5503

### PART A - OPERATOR INFORMATION

Name of Company \_\_\_\_\_

Address of Company \_\_\_\_\_

\_\_\_\_\_  
Pipeline Name \_\_\_\_\_

### PART B - TIME, WEATHER AND LOCATION OF INCIDENT

Date (month) \_\_\_\_\_ (day) \_\_\_\_\_ (year) \_\_\_\_\_

Hour (24 hour system & time zone) \_\_\_\_\_

Weather temperature: \_\_\_\_\_ °C precipitation: \_\_\_\_\_ windspeed & direction: \_\_\_\_\_

CSA Class Location 1 2 3 4

Location (provide specific location using a chainage description (MLV, kmP), land survey description or prominent landmarks)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### PART C - ORIGIN OF SPILL/RELEASE

Facility Involved:

Line Pipe  Tank Farm  Pump Station  Compressor Station  Regulator/Meter Station  Gas Plant

Other Related Facility (specify) \_\_\_\_\_

Equipment Involved:

Pipe  Valve  Pressure relief device  Fitting  Compressor  Pump  Pressure vessel  Tank

Instrumentation

Other (specify) \_\_\_\_\_

### PART D - SPILLS AND RELEASES (Report LVP and HVP spills only if in excess of 1.5 m<sup>3</sup>)

Gas  LVP  HVP  Toxic Substance

Name of product/substance \_\_\_\_\_

Volume spilled/released \_\_\_\_\_ m<sup>3</sup> Volume recovered \_\_\_\_\_ m<sup>3</sup>

Was there a fire? Yes No Was there an explosion? Yes No





**PART O - WITNESS INFORMATION**

NAME _____	TELEPHONE NO. (    ) _____
_____	(    ) _____
_____	(    ) _____
_____	(    ) _____
_____	(    ) _____

**PART P - BASIC CAUSES OF INCIDENT** *(Identify all basic causes contributing to the incident. Basic Cause - means the real or root causes of why the unsafe acts and unsafe conditions as described in the immediate cause occurred. Several Basic Causes may be assigned for one incident.)*

- Inadequate training                     
 Inadequate work standards or procedures                     
 Inadequate materials, tools or equipment  
 Inadequate design/maintenance                     
 Non-compliance with work standards or procedures  
 Other (specify) \_\_\_\_\_

Additional comments on selected basic cause: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**PART Q - CORRECTIVE ACTIONS TAKEN TO PREVENT SIMILAR INCIDENTS** *(If no corrective action taken, state reasons why)*

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**PART R - NAME OF PERSON CONDUCTING A COMPANY INCIDENT INVESTIGATION**

Name \_\_\_\_\_  
 Title \_\_\_\_\_  
 Telephone (    ) \_\_\_\_\_ Fax (    ) \_\_\_\_\_

**PART S - NAMES OF OTHER AGENCIES INVESTIGATING INCIDENT**

Agency _____	Agency _____
Telephone _____	Telephone _____
Contact Name _____	Contact Name _____
Agency _____	Agency _____
Telephone _____	Telephone _____
Contact Name _____	Contact Name _____

**PART T - NAME AND TITLE OF COMPANY REPRESENTATIVE FILING REPORT**

Name \_\_\_\_\_ Signature \_\_\_\_\_  
 Title \_\_\_\_\_  
 Telephone (    ) \_\_\_\_\_ Fax (    ) \_\_\_\_\_ Date (time) \_\_\_\_\_ (month) \_\_\_\_\_ (day) \_\_\_\_\_ (year) \_\_\_\_\_

### 3. Company Personnel, Station and Mobile Telephone Numbers

#### a) Personnel Telephone Numbers

<u>Company Personnel</u>	<u>Base Location</u>	<u>Residence No.</u>
Alary, V.	TN	<u>Not to be disclosed</u>
Beatty, D.	TN	<u>Not to be disclosed</u>
Bissonnette, J.F.	LN	<u>Not to be disclosed</u>
Branoff, T.	TN	<u>Not to be disclosed</u>
Caruso, J.	TN	<u>Not to be disclosed</u>
Ciraco, T.	EL	<u>Not to be disclosed</u>
Clarke, D.	TN	<u>Not to be disclosed</u>
Collette, R.	LN	<u>Not to be disclosed</u>
Cumming, R.	LN	<u>Not to be disclosed</u>
DeLaRiva, Daniel	TN	<u>Not to be disclosed</u>
DeSouza, Juliana	TN	<u>Not to be disclosed</u>
Devine, J.	TN	<u>Not to be disclosed</u>
Donati, A.	EL	<u>Not to be disclosed</u>
Donovan, M.	TN	<u>Not to be disclosed</u>
Downie, M.	EL	<u>Not to be disclosed</u>
Dufresne, M.	LN	<u>Not to be disclosed</u>
Farrow, P.	TN	<u>Not to be disclosed</u>
Folsom, W.	TN	<u>Not to be disclosed</u>
Garcia, C.	TN	<u>Not to be disclosed</u>
Gaudio, F.	EL	<u>Not to be disclosed</u>



Gauthier, P.	TN	<u>Not to be disclosed</u>
Glass, M.	TN	<u>Not to be disclosed</u>
Goshtasb, K.	TN	<u>Not to be disclosed</u>
Graff, G.	LN	<u>Not to be disclosed</u>
Graham, M.	TN	<u>Not to be disclosed</u>
Grainger, J.	TN	<u>Not to be disclosed</u>
Groulx, M.	EL	<u>Not to be disclosed</u>
Heck, G.	TN	<u>Not to be disclosed</u>
Jones, F.	EL	<u>Not to be disclosed</u>
Kemper, W.	EL	<u>Not to be disclosed</u>
Kennedy, W.	EL	<u>Not to be disclosed</u>
Kull, O.	BV	<u>Not to be disclosed</u>
Kumar, S.	TN	<u>Not to be disclosed</u>
Lahnemann, H.	LN	<u>Not to be disclosed</u>
Lang, J.	TN	<u>Not to be disclosed</u>
Lapierre, G.	LN	<u>Not to be disclosed</u>
Leduc, G.	LN	<u>Not to be disclosed</u>
Lo, Alex	TN	<u>Not to be disclosed</u>
Mallia, C.	TN	<u>Not to be disclosed</u>
Martin, P.	LN	<u>Not to be disclosed</u>
McKay, G.	EL	<u>Not to be disclosed</u>
Meadows, P.A.	TN	<u>Not to be disclosed</u>

Monk, C.	TN	<u>Not to be disclosed</u>
Monte, G.	LN	<u>Not to be disclosed</u>
Murphy, G.	TN	<u>Not to be disclosed</u>
O'Callahan, A.	EL	<u>Not to be disclosed</u>
Oglestone, G.	EL	<u>Not to be disclosed</u>
Opatrny, M.	TN	<u>Not to be disclosed</u>
Oprea, K.	TN	<u>Not to be disclosed</u>
Ouellet, J.F.	LN	<u>Not to be disclosed</u>
Ouellette, R.	LN	<u>Not to be disclosed</u>
Page, K.	EL	<u>Not to be disclosed</u>
Penrose, A.T.	TN	<u>Not to be disclosed</u>
Riley, L.J.	LN	<u>Not to be disclosed</u>
Robinson, G.C.	TN	<u>Not to be disclosed</u>
Sloan, G.	LN	<u>Not to be disclosed</u>
Stefanec, Richard	EL	<u>Not to be disclosed</u>
Tepera, H.	TN	<u>Not to be disclosed</u>
Thomas, Mark	TN	<u>Not to be disclosed</u>
Timmons, Robert	EL	<u>Not to be disclosed</u>
Tobin, S.	TN	<u>Not to be disclosed</u>
Wang, B.	TN	<u>Not to be disclosed</u>
Watt, W.	TN	<u>Not to be disclosed</u>
Welsh, W.E.	EL	<u>Not to be disclosed</u>

White, S.	TN	<u>Not to be disclosed</u>
Wong, R.	TN	<u>Not to be disclosed</u>
Wright, T.	LN	<u>Not to be disclosed</u>
Yalenti, D.	MT	<u>Not to be disclosed</u>

**b) Station Telephone Numbers**

Belleville Meter Station	(613)962-2375
Portable	(613)391-1066
FAX	(613)962-2375
Bowmanville Pump Station	(905)623-2532
Brighton Pump Station	(613)475-1474
Castleton Pump Station	(905)344-7314
Clarkson Pump Station	(905)822-0291
Clarkson Junction	(905)823-2910
Como Pump Station	(450)455-2371
Cornwall Meter Station	(613)932-7401
Cummer Junction	(416)493-8173
Desoronto Pump Station	(613)396-2202
Dorval Terminal	(514)684-3240
Farran's Point Pump Station	(613)537-2202
Hamilton Junction	(905)545-1752
Kilbirnie Pump Station	(613)542-7363
Kingston Meter Station	(613)542-5171
Lancaster Pump Station	(613)347-2463

Montreal System Headquarters	(613)347-3405
	(613)347-2000
FAX	(613)347-7316
Maitland Pump Station	(613)348-3383
Maitland Meter Station	(613)348-3477
Mirabel Terminal	(450)476-0632
Montreal Pump & Meter Station	(514)645-3701
	(514)640-7795
FAX	(514)645-0087
Emergency Phone	(800)463-7628
Nanticoke Pump Station	(519)587-4211
	(519)587-5087
North Toronto Pump Station	(416)661-1440
FAX	(416)661-1440
Oakville Pump Station	(905)827-0321
Ottawa Meter Station	(613)225-0584
FAX	(613)225-0584
Ste. Rose Junction	(450)625-0063
Toronto Airport Junction	(905)678-1934
Toronto Airport Terminal	(905)671-3772
Toronto Airport Tunnel	(416)622-0404
Toronto Meter Station	(416)463-7662
Toronto System Headquarters	(905)678-2261
ELMBANK	FAX (905)678-1059
ELMBANK EMERGENCY	(800)361-0608

Toronto Office		(905)770-3353
	FAX	(905)770-8675
	Portable	(416)930-3127
	Emergency phone	(800)361-0608
Line Control #1		(416)436-0256
Line Control #2		(416)709-4306

**c) Mobile Cellular Telephone Numbers****TORONTO BASED**

TNV-264	Des Clarke	<u>Not to be disclosed</u>
TNV-275	Gary Robinson	<u>Not to be disclosed</u>
TNV-265	Charles Monk	<u>Not to be disclosed</u>
TNV-276	Mitch Glass	<u>Not to be disclosed</u>
	Wayne Folsom	<u>Not to be disclosed</u>
	HO Mobile	<u>Not to be disclosed</u>

**ELMBANK BASED**

TNV-281	Richard Stefanec	<u>Not to be disclosed</u>
TNV-288	Frank Gaudio	<u>Not to be disclosed</u>
TNV-273	Walter Welsh	<u>Not to be disclosed</u>
TNV-274	Fred Jones	<u>Not to be disclosed</u>
TNV-280	Michael Groulx	<u>Not to be disclosed</u>
TNV-289	Oskar Kull	<u>Not to be disclosed</u>
TNV-263	Tony Ciraco	<u>Not to be disclosed</u>
TNV-279	Aldo Donati	<u>Not to be disclosed</u>
TNV-261	Ken Page	<u>Not to be disclosed</u>
TNV-267	Gary Oglestone	<u>Not to be disclosed</u>
TNV-266	Glen McKay	<u>Not to be disclosed</u>
TNV-268	Bill Kemper	<u>Not to be disclosed</u>
TNV-257	Bill Kennedy	<u>Not to be disclosed</u>
TNV-259	Michael Downie	<u>Not to be disclosed</u>
TNV-251	Tech. Spare	<u>Not to be disclosed</u>

**LANCASTER BASED**

TNV-286	Bob Cumming	<u>Not to be disclosed</u>
TNV-287	Gary Sloan	<u>Not to be disclosed</u>
TNV-285	Herman Lahnemann	<u>Not to be disclosed</u>
TNV-290	Marcel Dufresne	<u>Not to be disclosed</u>
TNV-284	George Lapierre	<u>Not to be disclosed</u>
TNV-278	Paul Martin	<u>Not to be disclosed</u>
TNV-282	Tony Wright	<u>Not to be disclosed</u>
TNV-296	Ron Ouellette	<u>Not to be disclosed</u>
TNV-303	J. F. Bissonnette	<u>Not to be disclosed</u>
TNV-297	Gerry Leduc	<u>Not to be disclosed</u>
TNV-294	Gord Graff	<u>Not to be disclosed</u>
TNV-295	J.F. Ouellet	<u>Not to be disclosed</u>
TNV-271	Randy Collette	<u>Not to be disclosed</u>
TNV-305	Larry Riley	<u>Not to be disclosed</u>
TNV-304	Dan Yalenti	<u>Not to be disclosed</u>
TNV-269	Gilles Monte	<u>Not to be disclosed</u>

d) Pagers

Designated company personnel carry pagers throughout to facilitate emergency response. Pager numbers are:

<b>LOCATION</b>	<b>NUMERIC</b>
D. Clarke	<u>Not to be disclosed</u>
R. Wong	<u>Not to be disclosed</u>
A. Lo	<u>Not to be disclosed</u>
Scheduling	<u>Not to be disclosed</u>
Toronto Technical	<u>Not to be disclosed</u>
Aldo Donati	<u>Not to be disclosed</u>
Lancaster Technical	<u>Not to be disclosed</u>
Lancaster Spare	<u>Not to be disclosed</u>
Gary Sloan	<u>Not to be disclosed</u>
J.F. Bissonnette	<u>Not to be disclosed</u>

**PROCEDURE:**

Dial the above number. A recording will ask you to dial your phone # (where you want to be reached). Dial the number where you can be reached. Calls can only be made from a Touch-tone phone.

The number will be retrieved by the person on call and acted on as quickly as possible. Above procedure will reduce the number of calls from field technicians to the Line Controller.

LOCATE INFORMATION

ONE CALL SYSTEM 1-800-400-2255 TNPI --- CONTRACTOR NUMBER 00310

NANTICOKE (519)

BELL CANADA	1-800-400-2255
UNION GAS	1-800-265-8403
HYDRO ONE	1-888-664-9376
WATER & SEWER	905-318-5962 OFFICE 1-888-849-7345 EMERGENCY
CN POLICE COMMUNICATIONS CENTRE	1-800-465-9239

HAMILTON (905)

BELL CANADA	1-800-400-2255 (ONE CALL)
UNION GAS	24HR. EMER. 1-877-969-0999
HAMILTON HYDRO	905-522-4617
HAMILTON PUBLIC WORKS(WATER & SEWER)	905-546-2489
HYDRO ONE	1-888-664-9376
ONTARIO ONE CALL	1-800-400-2255

BURLINGTON (905)

BELL CANADA	1-800-400-2255 (ONE CALL)
UNION GAS	24HR. EMER. 1-877-969-0999
BURLINGTON HYDRO	905-336-2004
REG.OF HALTON PUBLIC WORKS(WATER & SEWER)	905-825-6000, Ext. 7670
HYDRO ONE	1-888-664-9376
TRAFFIC SIGNALS	905-335-7768
CITY (PERMITS) - JIM DEMPSEY	905-815-3338

OAKVILLE (905)

BELL CANADA	1-800-400-2255 (ONE CALL)
UNION GAS	24HR. EMER. 1-877-969-0999
OAKVILLE HYDRO	905-825-9400, Ext. 2238
REG.OF HALTON PUBLIC WORKS(WATER & SEWER)	905-825-6000, Ext. 7670
HYDRO ONE	1-888-664-9376
FORD OF CANADA	905-845-2511
CN POLICE COMMUNICATIONS CENTRE	1-800-465-9239



MISSISSAUGA (905)

BELL CANADA	1-800-400-2255 (ONE CALL)
ENBRIDGE DISTRIBUTION INC.	1-800-400-2255 (ONE CALL)
	24HR. EMER.1-888-447-4911 -OR- 416-447-4911
MISSISSAUGA HYDRO	905-566-2709 LOCATE DEPT.
	OR 905-566-2727 Ext. 300/301/309
REGION OF PEEL (WATER & SANITARY SEWERS)	905-791-9400
MISSISSAUGA PUBLIC UTILITIES	905-615-3000 STORM SEWERS
	905-615-3022 TRAFFIC
HYDRO ONE	1-888-664-9376
ROGERS CABLE	905-829-0098
MISSISSAUGA PARKS DEPT. MURRY GLASFORD	905-896-5384
BRAMPTON WATER & SEWER	905-791-9400

PEARSON INTERNATIONAL AIRPORT (905)

GTAA - ERIC TOLTON	416-776-4546
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ETOBICOKE (416)

BELL CANADA	1-800-400-2255 (ONE CALL)
ENBRIDGE DISTRIBUTION INC.	1-800-400-2255 (ONE CALL)
	24HR. EMER.1-888-447-4911
	OR 1-416-447-4911
ETOBICOKE HYDRO	416-542-3344 LOCATES
ETOBICOKE PUBLIC WORKS	416-394-8615 (24-HRS.)
	416-394-8626 (DAYS)
HYDRO ONE	1-888-664-9376
ROGERS CABLE	905-829-0098
CN POLICE COMMUNICATIONS CENTRE	1-800-465-9239
GO TRANSIT	416-412-7916
	416-601-2174 (24-HOURS)
HIGHWAY ELECT(SCOTT MACDONELL)	416-314-1898x315

TORONTO (416) (NORTH YORK/EAST YORK/SCARBOROUGH)

BELL CANADA 1-800-400-2255 (ONE CALL)  
ENBRIDGE DISTRIBUTION INC. 1-800-400-2255 (ONE CALL)

24HR. EMER. 1-888-447-4911  
OR 1-416-447-4911

TORONTO HYDRO 416-542-3344  
TORONTO PUBLIC WORKS 416-395-6272 NORTH  
416-394-8626 S/W  
416-396-4709 EAST

HYDRO ONE 1-888-664-9376  
ROGERS CABLE 905-829-0098  
CN POLICE COMMUNICATIONS CENTRE 1-800-465-9239  
GO TRANSIT 416-601-2174

PICKERING (905)

BELL CANADA 1-800-400-2255 (ONE CALL)  
ENBRIDGE DISTRIBUTION INC. 1-800-400-2255 (ONE CALL)

24HR. EMER. 1-888-447-4911  
OR 1-416-447-4911  
OR 1-800-265-6164

PICKERING PUBLIC WORKS (Sanitary Sewer) 905-420-4630  
905-683-4319 (24-HR. EMERG.)  
REG. OF DURHAM UTILITIES (Sewer & Water) 905-683-1471  
1-800-372-1104 (EVGS.)

HYDRO ONE 1-888-664-9376  
PICKERING HYDRO (May look after HYDRO ONE ) 905-427-9870, Ext. 2210 OPERATIONS  
PICKERING CABLE (ROGERS) 905-829-0098

AJAX (905)

BELL CANADA 1-800-400-2255 (ONE CALL)  
ENBRIDGE DISTRIBUTION INC. 1-800-400-2255 (ONE CALL)

24HR. EMER. 1-888-447-4911  
OR 1-416-447-4911  
OR 1-800-265-6164

REG. OF DURHAM UTILITIES (WATER) 905-683-1471  
OR 1-800-372-1104

HYDRO ONE 1-888-664-9376  
VERIDIAN CONTROL ROOM 905-427-2756  
ROGERS CABLE 905-829-0098

OSHAWA & WHITBY(905)

BELL CANADA 1-800-400-2255 (ONE CALL)  
ENBRIDGE DISTRIBUTION INC. 1-800-400-2255 (ONE CALL)  
24HR. EMER. 1-888-447-4911  
OR 1-416-447-4911  
OR 1-800-265-6164  
REG. OF DURHAM UTILITIES (WATER) 905-655-3344  
HYDRO ONE 1-888-664-9376  
WHITBY HYDRO 905-668-5878  
OSHAWA HYDRO 905-723-4211

BOWMANVILLE (905)

BELL CANADA 1-800-400-2255 (ONE CALL)  
ENBRIDGE DISTRIBUTION INC. 1-800-400-2255 (ONE CALL)  
24HR. EMER. 1-888-447-4911  
HYDRO ONE 1-888-664-9376  
WATER 905-983-5116 (DAY)  
905-576-9991 (NIGHT)  
VERIDIAN CONTROL ROOM 905-427-2756  
ROGERS CABLE 905-829-0098  
ORONO WORKS 905-576-9991  
REG.OF DURHAM P.U.C. 905-683-1471 (DAY)  
1-800-372-1104 (NIGHT)

PORT HOPE (905)

BELL CANADA 1-800-400-2255 (ONE CALL)  
ENBRIDGE DISTRIBUTION INC. 1-800-400-2255 (ONE CALL)  
24HR. EMER. 1-888-447-4911  
UNION GAS 24HR. EMER. 905-372-2141  
HYDRO ONE 1-888-664-9376  
WATER 905-885-2209  
OR 905-885-7461  
HYDRO 1-888-420-0070  
905-420-8440, Ext. 2210 (24-HRS.)  
ORONO WORKS 905-576-9991  
SEWER (WORKS DEPT.) 905-885-2414  
OR 905-885-4544

BELLEVILLE (613)

BELL CANADA 1-800-400-2255 (ONE CALL)  
UNION GAS 1-800-400-2255 (One Call)  
OR 613-968-6786  
THURLOW MUNICIPALITY(SEWERS) 613-968-5553  
BELLEVILLE UTILITIES (WATER) 613-966-3651  
HYDRO ONE 1-888-664-9376  
COGECO CABLE 1-800-267-9000

NAPANEE (613)

BELL CANADA 1-800-400-2255 (One Call)  
UNION GAS 1-800-400-2255 (One Call)  
24 HR. EMER. 1-888-774-3111  
HYDRO ONE 1-888-664-9376  
NAPANEE WATER & SEWER 613-354-9338 (DAY)  
613-354-5762 (NIGHT)  
NAPANEE ELECTRIC COMMISSION 613-354-3325

KINGSTON (613)

BELL CANADA 1-800-400-2255 (One Call)  
UNION GAS 1-800-400-2255 (One Call)  
KINGSTON UTILITIES (CITY ONLY) 613-546-1181 (NIGHT)  
613-531-9292 (UNTIL 11 P.M.)  
KINGSTON TOWNSHIP 613-384-1770  
AFTER HRS. 613-546-1181  
HYDRO ONE KINGSTON 1-888-664-9376  
COGECO CABLE 613-544-6350

LOCATE INFORMATION: INFO-EXCAVATION 1-800-663-9228 (QUEBEC)  
ONE CALL 1-800-400-2255 (ONTARIO)

POINTE AUX TREMBLES (514)

BELL CANADA	1-800-663-9228(INFO-EX)
GAZ METROPOLITAN	1-800-663-9228(INFO-EX)
HYDRO QUEBEC	1-800-663-9228(INFO-EX)
24 HR. EMER.	1-800-790-2424
VIDEOTRON	1-800-663-9228(INFO-EX)
PUBLIC WORKS	1-514-872-5408
CN POLICE COMMUNICATIONS CENTRE	1-800-465-9239
MONTREAL PIPELINES INC.	1-514-645-8797
ENBRIDGE PIPELINES INC.	1-514-935-4551

MONTREAL EAST (514)

BELL CANADA	1-800-663-9228(INFO-EX)
GAZ METROPOLITAN	1-800-663-9228(INFO-EX)
HYDRO QUEBEC	1-800-663-9228(INFO-EX)
24 HR. EMER.	1-800-790-2424
VIDEOTRON	1-800-663-9228(INFO-EX)
PUBLIC WORKS	1-514-645-7431
CN POLICE COMMUNICATIONS CENTRE	1-800-465-9239

RIVIERE DES PRAIRIES (514)

BELL CANADA	1-800-663-9228(INFO-EX)
GAZ METROPOLITAN	1-800-663-9228(INFO-EX)
HYDRO QUEBEC	1-800-663-9228(INFO-EX)
24 HR. EMER.	1-800-790-2424
VIDEOTRON	1-800-663-9228(INFO-EX)
PUBLIC WORKS	1-514-872-5408
CN POLICE COMMUNICATIONS CENTRE	1-800-465-9239

VILLE D'ANJOU (514)

BELL CANADA	1-800-663-9228(INFO-EX)
GAZ METROPOLITAN	1-800-663-9228(INFO-EX)
HYDRO QUEBEC	1-800-663-9228(INFO-EX)
24 HR. EMER.	1-800-790-2424
VIDEOTRON	1-800-663-9228(INFO-EX)
PUBLIC WORKS	1-514-493-5100
CN POLICE COMMUNICATIONS CENTRE	1-800-465-9239

MONTREAL NORTH (514)

BELL CANADA	1-800-663-9228(INFO-EX)
GAZ METROPOLITAN	1-800-663-9228(INFO-EX)
HYDRO QUEBEC	1-800-663-9228(INFO-EX)
24 HR. EMER.	1-800-790-2424
VIDEOTRON	1-800-663-9228(INFO-EX)
PUBLIC WORKS	1-514-328-4100
CN POLICE COMMUNICATIONS CENTRE	1-800-465-9239

MONTREAL (514)

BELL CANADA	1-800-663-9228(INFO-EX)
GAZ METROPOLITAN	1-800-663-9228(INFO-EX)
HYDRO QUEBEC	1-800-663-9228(INFO-EX)
24 HR. EMER.	1-800-790-2424
VIDEOTRON	1-800-663-9228(INFO-EX)
PUBLIC WORKS	1-514-872-3434
CN POLICE COMMUNICATIONS CENTRE	1-800-465-9239

LAVAL (450)

BELL CANADA	1-800-663-9228(INFO-EX)
GAZ METROPOLITAN	1-800-663-9228(INFO-EX)
HYDRO QUEBEC	1-800-663-9228(INFO-EX)
24 HR. EMER.	1-800-790-2424
VIDEOTRON	1-800-663-9228(INFO-EX)
PUBLIC WORKS	1-450-662-4666
CNR (24-HOUR LINE)	1-800-465-9239
ST. VINCENT DE PAUL PENETENTIARY	1-450-967-3333

STE. THERESE (450)

BELL CANADA	1-800-663-9228(INFO-EX)
GAZ METROPOLITAN	1-800-663-9228(INFO-EX)
HYDRO QUEBEC	1-800-663-9228(INFO-EX)
24 HR. EMER.	1-800-790-2424
VIDEOTRON	1-800-663-9228(INFO-EX)
PUBLIC WORKS (SECURITE PUBLIC)	1-450-435-2421
TRANS-QUEBEC & MARITIMES	1-450-462-5300

BOISBRIAND (450)

BELL CANADA		1-800-663-9228(INFO-EX)
GAZ METROPOLITAN		1-800-663-9228(INFO-EX)
HYDRO QUEBEC		1-800-663-9228(INFO-EX)
	24 HR. EMER.	1-800-790-2424
VIDEOTRON		1-800-663-9228(INFO-EX)
PUBLIC WORKS		1-450-437-4620 (Mon-Fri 0730-1200; 1300-1630)
		1-450-435-2461 (Mon-Fri 1200-1300; 1630-0730)
		1-450-435-2461 (Weekends & Holidays)

ST. LAURENT (514)

BELL CANADA		1-800-663-9228(INFO-EX)
GAZ METROPOLITAN		1-800-663-9228(INFO-EX)
HYDRO QUEBEC		1-800-663-9228(INFO-EX)
	24 HR. EMER.	1-800-790-2424
VIDEOTRON		1-800-663-9228(INFO-EX)
PUBLIC WORKS		1-514-956-2400

DORVAL (514)

BELL CANADA		1-800-663-9228(INFO-EX)
GAZ METROPOLITAN		1-800-663-9228(INFO-EX)
HYDRO QUEBEC		1-800-663-9228(INFO-EX)
	24 HR. EMER.	1-800-790-2424
VIDEOTRON		1-800-663-9228(INFO-EX)
PUBLIC WORKS		1-514-633-4046
DORVAL AIRPORT - EMER. DISPATCH		1-514-420-5000
- FIRE DEPARTMENT		1-514-633-3213

MIRABEL (450)

BELL CANADA		1-800-663-9228(INFO-EX)
GAZ METROPOLITAN		1-800-663-9228(INFO-EX)
HYDRO QUEBEC		1-800-663-9228(INFO-EX)
	24 HR. EMER.	1-800-790-2424
VIDEOTRON		1-800-663-9228(INFO-EX)
PUBLIC WORKS		1-450-475-8653 (Mon-Fri 0730-1200; 1300-1630)
		1-450-475-7708 (Mon-Fri 1200-1300; 1630-0730)
		1-450-475-7708 (Weekends & Holidays)
MIRABEL AIRPORT (DIRECTOR GENERAL)		1-450-476-5300
TRANS-QUEBEC & MARITIMES		1-450-462-5300

ST. EUSTACHE (450)

BELL CANADA		1-800-663-9228(INFO-EX)
GAZ METROPOLITAN		1-800-663-9228(INFO-EX)
HYDRO QUEBEC		1-800-663-9228(INFO-EX)
	24 HR. EMER.	1-800-790-2424
VIDEOTRON		1-800-663-9228(INFO-EX)
PUBLIC WORKS		1-450-974-5255 (Mon-Fri 0730-1200; 1300-1630)
		1-450-974-5300 (Mon-Fri 1200-1300; 1630-0730)
		1-450-974-5300 (Weekends & Holidays)
CNR		1-800-464-9239

DEUX MONTAGNES (450)

BELL CANADA		1-800-663-9228(INFO-EX)
GAZ METROPOLITAN		1-800-663-9228(INFO-EX)
HYDRO QUEBEC		1-800-663-9228(INFO-EX)
	24 HR. EMER.	1-800-790-2424
VIDEOTRON		1-800-663-9228(INFO-EX)
PUBLIC WORKS		1-450-473-4688

ST. MARTHE SUR LE LAC (450)

BELL CANADA		1-800-663-9228(INFO-EX)
GAZ METROPOLITAN		1-800-663-9228(INFO-EX)
HYDRO QUEBEC		1-800-663-9228(INFO-EX)
	24 HR. EMER.	1-800-790-2424
VIDEOTRON		1-800-663-9228(INFO-EX)
PUBLIC WORKS		1-450-623-5798 (City Portables 24-Hrs.)
		1-514-591-5116
		1-514-944-1240
TRANS-QUEBEC & MARITIMES		1-450-462-5300

ST. JOSEPH DU LAC (450)

BELL CANADA		1-800-663-9228(INFO-EX)
GAZ METROPOLITAN		1-800-663-9228(INFO-EX)
HYDRO QUEBEC		1-800-663-9228(INFO-EX)
	24 HR. EMER.	1-800-790-2424
VIDEOTRON		1-800-663-9228(INFO-EX)
PUBLIC WORKS		1-450-623-1072 (0830-1200; 1300-1630)
		1-450-473-4686 (Off Hrs. & Weekends)



ST. MICHEL DE VAUDREUIL (450)

BELL CANADA		1-800-663-9228(INFO-EX)
GAZ METROPOLITAN		1-800-663-9228(INFO-EX)
HYDRO QUEBEC		1-800-663-9228(INFO-EX)
	24 HR. EMER.	1-800-790-2424
VIDEOTRON		1-800-663-9228(INFO-EX)
PUBLIC WORKS		1-450-455-7636 (0830-1200; 1300-1630)
		1-450-455-3346 (Off Hrs. & Weekends)
TRANSCANADA PIPELINES INC.		1-450-452-2131 (Mon-Th. 0900-1200; 1300-1600)
		1-888-982-7222 (24-Hrs.)

ST. LAZARE (450)

BELL CANADA		1-800-663-9228(INFO-EX)
GAZ METROPOLITAN		1-800-663-9228(INFO-EX)
HYDRO QUEBEC		1-800-663-9228(INFO-EX)
	24 HR. EMER.	1-800-790-2424
VIDEOTRON		1-800-663-9228(INFO-EX)
PUBLIC WORKS		1-450-424-8000 (0730-1200; 1300-1630)
		1-450-455-4664 (Garage Off Hrs)
	(City Cell Phone)	1-514-820-3751 (Superintendent Off Hrs.)

LES CEDRES (450)

BELL CANADA		1-800-663-9228(INFO-EX)
GAZ METROPOLITAN		1-800-663-9228(INFO-EX)
HYDRO QUEBEC		1-800-663-9228(INFO-EX)
	24 HR. EMER.	1-800-790-2424
VIDEOTRON		1-800-663-9228(INFO-EX)
PUBLIC WORKS		1-450-452-4651
TRANSCANADA PIPELINES INC.		1-450-452-2131 (Mon-Th. 0900-1200; 1300-1600)
		1-888-982-7222 (24-Hrs.)

ST. CLET (450)

BELL CANADA		1-800-663-9228(INFO-EX)
GAZ METROPOLITAN		1-800-663-9228(INFO-EX)
HYDRO QUEBEC		1-800-663-9228(INFO-EX)
	24 HR. EMER.	1-800-790-2424
VIDEOTRON		1-800-663-9228(INFO-EX)
PUBLIC WORKS		1-450-456-3363
		1-514-829-7970 (Off Hrs. Cellular)

ST. JUSTINE (450)

BELL CANADA		1-800-663-9228(INFO-EX)
GAZ METROPOLITAN		1-800-663-9228(INFO-EX)
HYDRO QUEBEC		1-800-663-9228(INFO-EX)
	24 HR. EMER.	1-800-790-2424
VIDEOTRON		1-800-663-9228(INFO-EX)
PUBLIC WORKS		1-450-764-3573
		1-450-377-5555 (Off Hrs. Beeper)

ST. POLYCARPE (450)

BELL CANADA		1-800-663-9228(INFO-EX)
GAZ METROPOLITAN		1-800-663-9228(INFO-EX)
HYDRO QUEBEC		1-800-663-9228(INFO-EX)
	24 HR. EMER.	1-800-790-2424
VIDEOTRON		1-800-663-9228(INFO-EX)
PUBLIC WORKS		1-450-265-3777
TRANSCANADA PIPELINES INC.		1-450-452-2131
		1-888-982-7222 (24 Hrs.)

ST. TELESPORE (450)

BELL CANADA		1-800-663-9228(INFO-EX)
GAZ METROPOLITAN		1-800-663-9228(INFO-EX)
HYDRO QUEBEC		1-800-663-9228(INFO-EX)
	24 HR. EMER.	1-800-790-2424
VIDEOTRON		1-800-663-9228(INFO-EX)
PUBLIC WORKS		1-450-974-5255 (Mon-Fri 0730-1200; 1300-1600)
		1-450-974-5300 (After Hrs.)

CORNWALL (613)

BELL CANADA		1-800-400-2255(ONE CALL)
COGECO		1-613-932-6958
		1-866-774-8888
CENTRA GAS		1-800-400-2255(ONE CALL)
CORNWALL ELECTRIC		1-613-932-0123
HYDRO ONE	24 HR. EMER.	1-800-434-1235
PUBLIC WORKS (LOCATES)		1-613-930-2787, EXT. 233
CONSUMERS GAS		1-800-400-2255 (ONE CALL)

OTTAWA - CARLETON (613)

BELL CANADA		1-800-400-2255 (ONE CALL)
ROGERS CABLEVISION		1-613-725-3592
ENBRIDGE GAS (OTTAWA GAS)		1-613-745-9101
	Locates:	1-800-400-2255
OTTAWA HYDRO		1-613-738-6400
	Locates:	1-800-400-2255 (ONE CALL)
WATER		1-613-580-2400
SEWERS		1-613-580-2400

NEPEAN (613)

BELL CANADA		1-800-400-2255(ONE CALL)
ROGERS CABLEVISION		1-613-725-3592
ENBRIDGE GAS		1-800-738-7893
OTTAWA HYDRO		1-613-738-6400
	Locates:	1-800-400-2255 (ONE CALL)
SEWERS		1-613-580-2400

GLOUCESTER (613)

BELL CANADA	Locates:	1-800-400-2255 (ONE CALL)
ENBRIDGE GAS		1-800-738-7893
SEWERS		1-613-580-2400
OTTAWA HYDRO		1-613-738-6400
	Locates:	1-800-400-2255 (ONE CALL)

BROCKVILLE (613)

BELL CANADA		1-800-400-2255(ONE CALL)
HYDRO ONE		1-613-345-5944
		1-800-588-8014/15
	24 HR. EMER.	1-800-434-1235
ENBRIDGE GAS		1-613-345-1998
		1-800-267-3616
PUBLIC WORKS		1-613-342-8772
	(After Hours)	1-613-498-1261

## Emergency Telephone Numbers

**THE FOLLOWING LETTERS REPRESENT:****MP = Mile Post****T = Township****C = County****F = Fire****LP = Local Police****PP = Provincial Police****A = Ambulance**-----  
Mainline Pipeline

NOTE: For Emergency for Services in the Metropolitan Montreal Area call 514-280-2121 or 911 if calling from MT area.

MP Refinery Booster	T Pointe Aux Trembles	514-280-2121 -911
	C Montreal East	514-645-7431
MP 2.0	T Longue Pointe	
	F Anjou	514-328-8390
	C Anjou	514-493-8000
MP 3.5	T Riviere Des Prairies	
	C Montreal North	514-328-4100
MP 6.0	T Sault Aux Recollets	
	C Montreal North	
MP 10.0	T St. Vincent de Paul	
	C Laval	514-280-1616 - 911
	Public Works	450-662-4666
MP 12.0	T St. Martin	
	C Laval	

MP 15.5 SRJ	T Ste. Rose	
	C Laval (see above)	
MP 16.5	T Ste. Therese (450) 434-1440	F & LP 435-2421 - 911
	C Terrebonne (450) 471-4192	F & LP 471-4121 - 911 A 435-4242
MP 23.5	T St. Eustache (450) 974-5080 350 Arthur Sauve St. Eustache J7R 4L1	F 974-5177  LP 974-5300 - 911 FAX (450) 974-5099
	C Deux Montagnes (450) 473-2796	F 473-4686 - 911 LP 473-4686  A 435-4242
MP 31.5	T St. Joseph Du Lac (450) 623-1072 LP 473-4686	PP 1-800-461-2131 PP 1-800-461-2131 PP 1-800-461-2131
	C Deux Montagnes (see above)	
MP 34.0 CM	T St. Michel De Vaudreuil (450) 455-7636	F 424-1212 or 911 F 455-3346
	C Vaudreuil  (Lakeshore Pointe Claire)	LP 455-3346 or 911 A 597-2725 or 911 H 695-1373
MP 38.0	T St. Lazare 450-424-8000	F 424-4321 or 911
	C Vaudreuil	LP 424-4321 or 911 A 597-2725 or 911
MP 39.0	T Les Cedres 450-452-4651	F 424-4321 or 911 A 1-800-361-3010
	C Soulanges  (Valleyfield)	LP 455-3348 or 911  H 371-9920

MP 44.0	T St. Clet 450-456-3363 C Soulanges	LP/F 1-450-424-4321 - 911 A 1-800-361-3010
MP 45.0 6060	T St. Justine  450-764-3573 C Vaudreuil	LP/F 1-450-424-  A 1-800-361-3010
MP 49.5	T St. Polycarpe 450-265-3777 C Soulanges	F 1-450-424-6060 LP 1-450-455-3348 A 1-800-361-3010
MP 52.8 Quebec	T St. Telesphore 450-269-2999 C Soulanges	F 1-450-763-011 LP 1-450-455-3348 A 1-800-361-3010 - 911 1-800-461-3010
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<b>Ontario</b> MP 61.0 LN	Twp. of South Glengarry (613) 347-2476  United Counties of SD&G  C Glengarry (613) 932-4302	F 525-4700  PP 1-888-310-1122  A 1-613-739-1918
MP 72.0	Twp. of South Glengarry (613) 347-2444  C Glengarry see above	F 1-800-387-1214 525-4700 PP 1-888-310-1122  A 1-613-739-1918
MP 84.0 CW	T City of Cornwall (613) 932-6252  C Stormont (see above)	F 932-1234 LP 932-2110  A 1-613-739-1918 A 1-800-267-5887
MP 93.0	Twp. of South Stormont & Cornwall Twp. (613) 537-2362	F 537-2211 PP 1-888-310-1122

MP 93.0	C Stormont (613) 932-4302	A 1-613-739-1918
MP 102.0	Twp. of South Dundas (613) 535-2673	PP 1-888-310-1122
MP 111.5	Twp. of South Dundas (613) 535-2673	
MP 121.0	C Grenville & Leeds (613) 342-3848	F 1-613-342-2311 - 911 PP 1-888-310-1122 A 925-2925
MP 131.0 MA MP	T Augusta (613) 925-4231  C Grenville see above	F 342-2311  PP 1-888-310-1122 LP 342-0127 A 345-1441
MP 141.0	T City of Brockville (613) 342-8772  C Grenville & Leeds (613) 342-3848	F 498-1261 or 911 F 342-2311  A 345-1441 or 911 F 342-2211
MP 147.7	T Front of Yonge (613) 923-2251  C Leeds see above	F 342-2211
MP 151.0	T Front of Escott (613) 659-3455  C Leeds see above	
MP 159.5	Front of Leeds & Landsdowne Twp. (613) 659-2415	F 659-3333 659-3334 - 911

MP 166.5	Front of Leeds & Landsdowne Twp. (613) 659-2415	F 659-3333 659-3334 - 911
	C Leeds see above	A 544-5555 (911)
KB	City of Kingston (613) 542-7474	F 542-7800 542-0323
	(Hwy. 15)	LP 613-384-2400 LP 613-549-4660 PP 888-310-1122

**END MONTREAL SYSTEM****TORONTO SYSTEM**

MP 176.5	C Frontenac (613) 548-4202	PP 1-888-310-1122 A 544-5555 (911) 1-800-267-0991
MP 183.0	T City of Kingston (613) 546-4291	F 548-4444 (911) LP 549-2111 (911)
	C Frontenac see above	A 544-5555 (911) PP 1-888-310-1122
MP 187.0	City of Kingston  C Frontenac see above	
MP 189.0	City of Kingston (613) 384-1770  C Frontenac see above	



MP 200.0	Loyalist Twp. (613) 386-7351	
	C Lennox & Addington (613) 354-4883	
MP 205	Town of Greater Napanee	
	C Lennox & Addington (613) 354-4883	
MP 209.5 DR	Town of Greater Napanee (613) 388-2603 (613) 354-3351	F 354-4343 354-2171 PP 1-888-310-1122
	C Lennox & Addington	
MP 220.0	T Tyendinaga 396-6691 (613) 396-1944	F (613) 968-7985 F (613) 962-6521
MP 228.0	C Hastings City of Belleville (613) 968-5553/54	F 962-5500
	C Hastings	LP 962-3456 PP 1-888-310-1122  A 962-3443
MP 237.0	City of Quinte West (613) 966-8330	
	C Hastings	
MP 243.0	City of Quinte West (613) 392-4435	
	C Northumberland	

MP 249.0 BR	T Brighton (613) 475-2894	F 475-2233
	C Northumberland	PP 1-888-310-1122
		A
MP 255.5	T Cramahe (905) 355-2821	F
	C Northumberland	P
		A
MP 265.0 CA	T Haldimand (905) 349-2822	F 372-2233
		LP 372-2243
		PP 1-888-310-1122
	C Northumberland	A
MP 274.0	Twp. of Hamilton (905) 342-2810	F
		P
		A
MP 283.0 PH	T Hope (905) 753-2230	F 753-2230
	C Northumberland	PP 1-888-310-1122
		LP 885-8141 911
		A 372-6841
MP 301.0 BO	T Town Of Clarington (905) 623-3379 (800) 563-1195	F 888-579-1520
	C Regional Municipality Of Durham	LP 579-1520
		A

MP 306.0	T City Of Oshawa (905) 725-7351 (800) 667-4292	F 433-1234 P 579-1520
MP 311.0	T Town Of Whitby - (905) 668-5803	F 668-9311 P 579-1520
MP 315.0	T Town Of Ajax (905) 683-4550 (Administration/Emergency)	F 579-1520 P 579-1520
MP 320.5	T City Of Pickering (905) 683-2760	F 905-839-1111 P 579-1520
MP 329.5	T Scarborough (416) 338-0338	F 416-396-7644 LP 416-808-2222
	C Metropolitan Toronto (416) 392-8211	A 911 -or- 416-392-2000
MP 341.5 CUJ TR	T North York (416) 338-0338	F 416-396-7644 LP 416-808-2222
	C City of Toronto (416) 392-7737	A 911 -or- 416-392-2000

MP 349.5 TAJ TA	T Etobicoke (416) 338-0338	F 911 -or- 416-338-9470
		LP 911 416-808-2222
		A 911 -or- 416-392-2000
MP 361.5 CK PP PC PCJ	T City Of Mississauga (905) 896-5000	F 279-2311 911
	C Municipality Of Peel (905) 791-7800	LP 453-3311 911
		A 911 453-3311
MP 370.5 OA OD	T Town Of Oakville (905) 845-6601	F 845-7114 911 PC Security
	C Municipality Of Halton (905) 825-6000	LP 878-5511 911 PC Security
		A 844-4242 911
MP 378.0	T City Of Burlington (905) 335-7777	LP 878-5511 911 634-1831 911 F 905-333-0772 F 335-2341
	Burlington Area	PP 1-888-310-1122
	C Municipality Of Halton (905) 825-6000	F 335-2341
MP 383.0	T City Of Hamilton (905) 546-2700 24Hr. (905) 546-2710	F 911 546-3346
	C Hamilton Wentworth (905) 546-4111	LP 911 546-4925

**NANTICOKE PIPELINE**

MP 37.0 To 30.0	T City Of Hamilton	F 546-3346	911
	(905) 546-2700		
	(905) 546-2710	LP 546-4925	911
	C Hamilton/Wentworth		
	(905) 546-4111		
MP 23.0	T Glanbrook	F 546-3346	911
	(905) 692-9191		
		LP 546-4925	911
	C Hamilton/Wentworth		
	(905) 546-4111		
MP 7.5	T Town Of Haldimand	F (905) 772-3341	
	(905) 772-3324		
		P (905) 765-4481	
	C Haldimand-Norfolk		
	(519) 587-4911	A (519) 426-2345	
MP O NK	T City Of Nanticoke	F (519) 426-1234	
	(519) 583-0890	Refinery	
		(519) 587-7019	
	C Haldimand-Norfolk		
	(519) 587-4911	PP (888) 310-1122	
	(519) 426-8490	A 426-2345	
	(800) 363-4723		

**OTTAWA LATERAL**

FP O To 6.5	South Stormont Box 340, Ingleside, Ont., KOC 1MO, (613) 537-2362	F 537-2211 PP 1-888-310-1122 A 1-613-739-1918
	C Stormont (613) 932-4302	
10.0	South Dundas Box 82 Williamsburg, Ont. KOC 2HO (613) 535-2673	F 535-2021 PP 1-888-310-1122 A 543-2244
	C Dundas	
22.0	North Dundas Box 489 547 St. Lawrence St. Winchester, Ontario (613) 774-2105	F 774-3344 Chesterville 448-3333 Morewood 448-2500 PP 1-888-310-1122 A 774-2123
	C Dundas	
34.5	T Osgoode Box 130 Metcalfe, Ont. KOA 2PO (613) 821-1107	F 821-2121 - 911 PP 1-888-310-1122 A 911
	C Ottawa-Carleton 222 Queen (613) 560-6063	
40.5	T Gloucester 4550 Bank St. Box 8333, Ottawa, Ont. K1G 3V5 (613) 748-4100	F 1-613-741-1211 (911) PP 1-888-310-1122 LP 745-7000 or 911

43.3

C Ottawa-Carleton

T Nepean  
3825 Richmond Rd.  
Nepean, Ont.  
K2H 5C2  
(613) 727-6600

F 825-2020  
- 911  
PP 1-888-310-1122  
LP 236-1222  
- 911

A 739-1918  
- 911

C Ottawa-Carleton  
222 Queen  
(613) 560-6063

**MIRABEL LATERAL**

NOTE: For Emergency Services in the Metropolitan Montreal Area  
call (514) 280-2121

SRJ O To 0.5	T City of Laval	F 662-4450 or 911
	C Laval	LP 662-4242 or 911
	1 Place De Souvenir	514-280-1616
	Chomedey, Quebec	
	City Hall: (450)978-8000	
5.8	T Town Of Boisbriand	F 435-2461 or 911
	940 Grande Allee	
	Boisbriand, Que.	LP 435-2461 or 911
	(450)435-1954	A 435-2461 or 911
13.3 MB	T Town Of Mirabel	F 475-7708 or 911
	14111 St. Jean	
	Ste. Monique, Que.	LP 475-7708 or 911
	(450)475-8653	
		A 475-7708 or 911
	C Deux Montagnes	
	144 St. Eustache	MB Airport
	St. Eustache, Que.	
	(450)491-1818	F 476-5300
		MB Security:
		476-5300
		LP 475-7708 or 911
		A 475-7708 or 911



**DORVAL LATERAL**

NOTE: For Emergency Services in the Metropolitan Montreal Area  
call (514) 280-2121

SRJ O To 2.5	T Ste. Rose	
	C Laval	
	1 Place De Souvenir	
	Chomedey, Quebec	911
	(514) 280-1616	
6.5	T St Martin	
	C Laval	
	See above	
8.5	T St. Laurent	911
10.5	T Pointe Claire	
	C Dorval	

## Municipal Emergency Plans in the Crisis Command Centre

The Company has requested municipal emergency plans from all municipalities through which the pipeline traverses. Most municipalities have provided copies of their emergency plans which are stored in the Crisis Command Centre. These municipal emergency plans contain information, contact names and telephone numbers who may be contacted in the event of a pipeline emergency. The following list identifies all municipalities in alphabetical order. The letter "Y" indicates the presence of a plan. The letter "N" indicates the absence of a plan.

### Ontario

#### Book 1

Ajax Town	N
Augusta Twp.	N
Brighton Twp.	Y
Brockville City	Y
Burlington City	Y
Charlottenburgh Twp.	Y
Clarington Twp. (Newcastle Twp.)	N
Cornwall City	Y
Cornwall Twp.	N

#### Book 2

Cramahe Twp.	N
Durham Region	Y
East York Borough (Metro Toronto)	Y
Edwardsburgh Twp.	Y
Elizabethtown Twp.	N
Ernestown Twp.	Y
Etobicoke City (Metro Toronto)	Y
Front of Escott Twp.	N
Front of Leeds and Lansdowne Twp.	N
Glanbrook Twp.	Y
Gloucester City	Y
Haldimand City	Y

Book 3

Haldiamand Twp.	N
Haldimand-Norfolk Region	Y
Halton Region	Y
Hamilton City	N
Hamilton Twp.	Y
Hamilton-Wentworth Region	N
Hope Twp.	N
Kingston City	N
Kingston Twp.	Y
Lancaster Twp.	Y
Matilda Twp.	N
Metro Toronto	Y
Mississauga City	Y
Murray Twp.	Y
Nanticoke City	Y

Book 4

Nepean City	Y
Newcastle Twp. (Clarington Twp.)	N
North Fredericksburgh Twp.	Y
North York City (Metro Toronto)	Y
Oakville Town	Y
Osgoode Twp.	Y
Oshawa City	N
Osnabruck Twp.	Y

Book 5

Ottawa-Carleton Region	Y
Peel Region	Y
Pickering Twp.	Y
Pittsburgh Twp.	N
Richmond Twp.	Y
Scarborough City (Metro Toronto)	Y
Sidney Twp.	Y
Thurlow Twp.	Y
Toronto City (Metro Toronto)	Y
Tyendinaga Twp.	N
Whitby Town	Y
Williamsburg Twp.	Y
Winchester Twp.	N

Book 6

Metro Toronto	Y
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QuebecBook 7

Anjou Ville (MUC)	Y
Boisbriand Ville	N
Cèdres Municipalité	N
Deux-Montagnes Ville	N
Dorval Cité (MUC)	Y
Laval Ville	N
Mirabel Ville	N
Montréal Ville (MUC)	Y
Montréal Est Ville (MUC)	Y
Montréal Nord Ville (MUC)	Y
Oka Municipalité Paroisse	Y
Pierrefonds Ville (MUC)	Y
St. Clet Municipalité	N
St. Eustache Ville	N
St. Joseph-du-Lac Paroisse	N
Ste. Justine de Newton Paroisse	Y
Saint-Laurent Ville (MUC)	Y
St. Lazare Municipalité	N
Ste. Marthe-Sur-Le-Lac Ville	N
St. Polycarpe Village	N
St. Polycarpe Paroisse	N
St. Telesphore Paroisse	N
Vaudreuil Ville	N

## 5. Notification Procedures

All leaks or spills of oil product into the natural environment are reportable incidents, in accordance with the Company's Incident Reporting Program. The Company is obligated to report leaks and other pipeline incidents to the Transportation Safety Board of Canada and other federal, provincial, municipal authorities as outlined on the flow chart, (figure 2)

- (a) Transportation Safety Board Of Canada  
(Railway/Commodity Pipeline Investigations Branch)

The On Scene Commander is charged with the responsibility of reporting incidents to the Board, firstly by telephone, followed by a detailed written report.

1. Immediately report by telephone to one of the following:

- (a) 24 Hour Message Centre (819)997-7887
- (b) Mr. Naish/Director (819)953-6470
- (c) Mr. L. Gales (819)953-1639  
(819)997-7887 24Hrs.  
(819)953-7876/5561  
(Fax)

2. Detailed written report to be forwarded to:

Transportation Safety Board of Canada  
Place du Centre, 4th Floor  
200 Promenade du Portage  
Hull, Quebec  
K1A 1K8 Fax (819)953-7876  
Attn: Mr. Roger Hornsey  
Mr. Larry Gales

- (b) National Energy Board

The TSB will forward all applicable reports to the National Energy Board.

(b) Environment Canada (Environmental Protection Service) (Fisheries Act)

Ontario Region  
25 St. Clair Ave. E., 7th Floor, (416)346-1971  
Toronto, Ontario, (416)325-3000  
M4T 1M2 1-800-268-6060

Fax (416)739-4953

Ottawa District (613)952-8994  
49 Camelot Drive  
Ottawa, Ontario Fax (613)952-8995  
K1A-0H3

Quebec Region  
1179 rue de Bleury, 2nd Floor,  
Montreal, Quebec,  
H3B 3H9 (514)283-2333

(d) Canada Coast Guard - Dept. of Fisheries & Oceans

105 Christina Street S. (800)265-0237  
P.O. Box 2778 Fax: (519)337-2498  
Sarnia, Ontario  
N7T 7W1

Prescott (613)925-2865  
P.O. Box 1000 Fax: (613)925-5540  
Prescott, Ontario,  
KOE 1T0

(e) Ontario Ministry of Environment (MOE)

Spills Action Centre (800)268-6060  
Ministry Of The Environment (416)325-3000  
5775 Yonge Street, 10th Floor Fax: (416)325-3011  
Toronto, Ontario,  
M2M 4J1

Regional and District Offices: (416)326-6700  
5775 Yonge Street, 8th Floor  
Toronto, Ontario,  
M2M 4J1

Halton-Peel District Office 1-800-335-5906  
4145 North Service Road, Suite 300 (905)319-3847  
Burlington, Ontario  
L7L 6A3

West Central Regional Office 1-800-668-4557  
119 King Street West, (905)521-7640  
9th Floor, P.O. Box 2112  
Hamilton, Ontario  
L8P 4Y7

Southeastern Regional Office (613)549-4000  
133 Dalton Avenue  
P.O. Box 820  
Kingston, Ontario  
K7L 4X6

Belleville Sub-Office (613)962-9208  
470 Dundas St. E.  
Belleville, Ontario  
K8N 1G1

Cornwall District Office (613)933-7402  
113 Amelia Street  
Cornwall, Ontario  
K6H 3P1

Ottawa District Office (613)521-3450  
2435 Holly Lane Fax: (613)521-5437  
Ottawa, Ontario Spills Action Centre: (800)267-0974  
K1V 7P2

(f) Ontario Provincial Police

OPP Central Communications Centre:  
General Headquarters, Toronto

-All communication dealing with spills is channelled through this centre.

G.H.Q. DUTY OFFICER (705)329-6950



Regional Headquarters (Note: Also refer to Section 4 for local police numbers)  
- (888) 310-1122

BELLEVILLE (888)310-1122

BURLINGTON (888)310-1122

AURORA (888)310-1122

LONG SAULT (613)534-2223  
(888)310-1122

CENTRAL DISPATCH (KANATA) (800)267-2677

(g) Ontario Ministry Of Natural Resources (MNR)

**CENTRAL REGION**

Aurora District (905)713-7400

**SOUTHERN REGION**

Niagara Highway No. 20 (905)892-2656  
P.O. Box 1070  
Fonthill, Ontario  
LOS 1EO

**EASTERN REGION**

Kemptville Prov. Gov't Bldg. (613)258-8200  
Concession Road (613)258-8204  
Kemptville, Ontario Fax: (613)258-3920  
KOG 1JO

(h) Conservation Authorities

**REGIONAL OFFICES - Conservation Authority**

Aurora District	(905)713-7400
Central Lake Ontario	(905)579-0411
Credit	(800)668-5557
Ganaraska	(905)885-8173
Grand	(519)621-2761
Halton	(905)336-1158
Hamilton	(905)525-2181
Metro Toronto Region	(416)661-6600
Eastern Region Concession Rd. Kemptville, Ontario K0G 1J0	(613)258-8200
Cataraqui	(613)546-4228
Lower Trent	(613)394-4829
Moira	(613)968-3434
	Fax: (613) 968-8240
Napanee	(613)354-3312
	Fax: (613)968-8240
Raisin	(613)938-3611
	Fax: (613)938-3221

- Rideau (613)692-3571  
Fax: (613)692-0831
- South Nation (613)984-2948  
Fax: (613)984-2872
- i) Quebec Ministry Of The Environment (24-Hrs) 1-866-694-5454  
5199 Sherbrooke St. East, Suite 3860 418-643-4595 - Quebec City  
Montreal, Quebec H1T 3X9  
- Patrick Dezainde (514)873-3636, Ext. 284  
- Sylvain Fagnant (514)873-3636, Ext. 283
- j) Quebec Ministry Of Natural Resources (418)627-6325 - Quebec City  
1305 Chemin Ste. Foy 1-800-267-1424 (0830-1630 Hrs.)  
Quebec, P.Q. 1-866-694-5454 (24-Hrs.)
- k) Pipeline Utilities
- 1) **Enbridge Distribution Inc.**  
- Emergency (All of Ontario) (888)447-4911  
- Emergency (Toronto) (800)461-4444/905-883-2657
  - 2) **Gaz Metropolitan** (514)598-3111  
(800)361-8003
  - 3) **Union Gas (Kingston)** (613)389-4000  
“ (Cornwall) (613)933-1516  
“ (24-Hr. Emergency) (800)770-3039 Gas Control -  
Chatham
  - 4) **Enbridge Pipelines Inc.** (877)420-8800 (Emergency)  
(519)337-8490  
(519)337-8455  
(519)337-1548
  - 5) **Sun Canadian Pipeline Co. Ltd.** (519)337-1754 (Sarnia)  
(800)263-6641 (Emergency)  
(905)689-6641 (Waterdown)  
(905)689-8732 (Waterdown Dispatch)

<b>6) Sarnia Products Pipeline</b>		(403)237-4591 (Calgary)
Emergency)		(800)372-9597 (Calgary)
		(905)689-6652
		(888)242-6660
<b>7) TransCanada Transmission</b>		(888)982-7222 (Emergency)
		(403)265-7960 (Calgary)
C. Levac (Land Agent)	Mobile	(613)936-7884
Kingston Maintenance		(613)549-3005
Quebec Maintenance		(450)452-2131
		(800)661-3805 - Calgary
<b>8) Trans-Quebec &amp; Maritimes</b>		(514)874-8800
		Fax: (514)874-8888
<b>9) Montreal Pipelines Inc.</b>		(514)645-8797
		Emergency: (514)645-4589
		Fax: (514)645-7663
 1) Refineries and Terminals		
Nanticoke Imperial Oil		(519)587-7212
	Emergency:	(519)587-4992
	Security:	(519)587-7000
Oakville Petro-Canada		(905)827-2840
Clarkson Petro-Canada		(905)822-4222
North Toronto Shell		(416)665-5111/5147
North Toronto Metro Depot (Sunoco)		(416)661-7805
Montreal Imperial Oil		(514)640-2855
	Emergency:	(514)640-2696
Montreal Petro-Canada		(514)640-8259
Montreal Shell		(514)645-3541
		(514)640-3266
Montreal Ultramar		(514)640-2339
		(514)640-2340
CAFAS - Dorval		(514)683-6551
CAFAS - Mirabel		(450)476-3494



- p) Hydro Power Companies
- Hydro One (Power Outage and Emergency) 1-800-263-0360
  - **Ontario Hydro:**
    - Hamilton (905)522-4617
    - (Adm.) (905)522-6611
    - Clarkson (905)855-6412
    - Belleville (613)967-3558
    - (800)588-8015
    - Kingston (613)544-1500
  - Hydro Ottawa (613)738-6400
  - Hydro One - Winchester (800)565-2778
  - (888)664-9376
  - Hydro One - Brockville (888)664-9376
  - Hydro Ottawa -Nepean (613)738-6400
  - Hydro One - Smiths Falls (888)664-9376
  - Hydro One - Vankleek Hill (613)678-2020
  - (888)664-9376
  - or- (800)361-2866
  - **Cornwall Electric** (613)932-0123
  - **Hydro Quebec** (514)387-6201
- q) **St. Vincent De Paul - Penitentiary** (450)967-3333
- r) **St. Lawrence Seaway Authority** (613)932-5170
- s) **Atmospheric Environmental Services (Weather Stations)**
- Toronto (416)739-4826
  - Kingston (613)545-8550
- t) **Emergency Measures Ontario** (416)314-3723
- Or notify Ontario Provincial Police

## 6. Marine Response Organizations

The Canadian Marine Response Management Corporation was founded in 1994 to manage organization requirements for response to oil spills in the marine environment. Two response organizations have been established which cover the TNPI system.

Generally, officer approval will be required to contract for the mobilization of the Great Lakes Response Corporation or the Eastern Canada Response Corporation Ltd., Quebec Division.

A map showing the relative response area of each organization is contained in Fig. 3.

**Great Lakes Region**

Great Lakes Response Corporation of Canada  
P.O. Box 788  
291 St. Clair Parkway  
Coranna, Ontario  
N0N 1G0

Telephone: (519) 862-2281  
Fax: (519) 862-3510

David Engleson  
Response Centre Manager  
Telephone: (519) 862-2281, Ext. 224

**Hamilton - Lake Ontario - Lake Erie**

Aligned Contractor:  
McKeil Marine Limited  
208 Hillyard Street  
Hamilton, Ontario,  
L8L 6B6  
24-hour service 905-528-4780  
- Linda McDonald & Blair McKeil

**Lake Ontario - St. Lawrence River**

Aligned Contractor:  
David Brown Construction  
P.O. Box 490  
Ingleside, Ontario  
24-hour service 613-537-2255  
Telephone: 613-938-2536  
Fax: 613-537-8561



**Quebec Region:**

Eastern Canada Response Corporation Ltd.  
Quebec Division ( CEMEC )  
281 de l'Estuaire  
P.O. Box 1653, Postal Terminal  
Quebec, Quebec  
G1K 7J8  
Telephone: 418-692-8989  
Fax: 418-694-9649  
Denis Montambeault  
Response Centre Manager

Montreal Area Depot  
110 Montee Calixa-Lavallee  
Vercheres (Quebec)  
J0L 2R0  
Telephone: 418-692-8989  
Vincent Martin, Co-ordinator  
Montreal Operation

Aligned Contractor:  
ONYX  
1705 3 ieme Avenue  
Pointe-aux-Trembles  
Montreal, Quebec  
H1B 5M9  
Telephone: 1-800-465-0911 (24-hours)

**Emergency Organizations and Associations**

Western Spill Services  
Mr. Harnack: 403-250-9606  
Cell Phone: 403-850-0755

**7. Contractor Services, Equipment and Personnel**

- a) Full Response Services which include spill cleanup, transport and disposal of wastes (\*indicates licenced by Ontario Ministry of The Environment, to haul hazardous wastes).

Raymond R. Reid Transportation Ltd. Belleville, Ontario (* During off hours, answering service will page personnel)	* (613)962-8924 Fax: (613)962-4238 Reg Martin (613)969-7651 Reg Martin (613)395-1862 Home Jason Reid (613)969-7650 Ray Reid (613)969-1194 Home Ray Reid (613)967-7300 Cell
--	--

Emergency Dave Brown Construction Ingleside	(613)537-2255 After Hrs. (613)938-2536 Gary MacLeod (613)930-7703
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Phillip Environmental Group Burlington, Ontario	24-Hr. Emergency (905)314-5130 1-888-737-2911
--	--

F.A.W. Oil Ltd. (Caledonia)	(905)544-6687
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C.H. Heist Ltd. (Hamilton)	(905)547-5661
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DETOX Environmental Ltd. (Bowmanville)	(905)623-1367
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Don MacPherson Contracting Ltd.	(905)686-2802 (800)272-1706 Don: (905)686-2809 Home * Call First: Doug Atkinson: (416)678-8532 Mobile
---------------------------------	--

Scott Tank Cleaning Co. Ltd. (Mississauga)	(905)278-0231
--	---------------

O.C. Liquid Waste Haulers of Ontario Ltd. Mississauga	(905)564-1642 (416)410-7106
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Penny and Casson Co. Ltd. (Agincourt)	(416)298-1144
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Les Services Safety Kleen:		
Mississauga		(905)822-3781
Sarnia		(519)332-0720
Burlington		(905)332-1111-or- (905)855-5289
Montreal		(450)632-6640
Certa Emergency Services		(800)617-7455
Burlington		(905)336-3822
Team 1 Environmental Services		(800)327-7455
Hamilton		(905)383-5550
Drain All		(613)739-1070
Ottawa	Fax:	(613)741-3153
Onyx Industries, Montreal		(514)351-7264 or (800)465-0911
Triangle Pump Service Ltd.		(613)822-0624
Gloucester	Fax:	(613)822-0786

**b) Excavation Contractors**

Nino Baldini, Cobourg		(905)372-7580
Wm. Groves Ltd., Hamilton		(905)545-1117
Cornwall Gravel		(613)932-6571
D. Brown Construction		(613)537-2255
Ingleside (Emergency)		(613)930-9502
	Mobile:	(613)930-7703
Glenn Wright Excavation		(613)822-4159
Manotick		(613)692-3037
	Cell Phone:	(613)724-9163
	Pager:	(613)594-9999
K.D. Construction, Brockville		(613)342-2722
	Fax:	(613)342-3401
Brunet & Brunet Inc. Excavation		(450)473-2157
St-Joseph Du Lac, P.Q.		(450)472-6955

Badger Daylighting (Hydrovac Excavation)		
- Mississauga (Mark Lyle)		(888)276-0546
- Malton		(905)795-1076
- Greely (Brian Jones)		(613)236-6482
Ron Lee Construction Inc.		(905)628-4148 (24-Hrs.)
Ron Lee	Residence:	(905)627-2103
	Mobile:	(905)971-0111
Marathon Construction		(514)483-4292
5757 Upper Lachine, Montreal	Fax:	(514)483-4758
Monselet Construction		(514)683-9411
Montreal, Quebec	Fax:	(514)683-7627
Les industries Normrock inc.		(450)477-5132
Terrebonne, Quebec	Fax:	(450)477-2020
Amphibex amphibious excavator		
BFC Utilities		(450)449-9006
1540 de Coulomb	Fax:	(450)449-3732
Boucherville, Quebec		

### c) Aerial Patrol Services

#### **FIXED WING**

Toronto Airways		(905)477-8100
Buttonville (Dispatch)		(905)477-8110

Cornwall Aviation		(613)931-3311
Cornwall		(613)931-1831
	Fax:	(613)931-3349

Brock Air Services Ltd. (Brockville)		(613)342-4511
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#### **HELICOPTERS**

Canadian Helicopters Ltd.		(905)415-8090
Kirk Neilson		(416)580-0807

Hélinord		(450)468-3431
6500 Chemin de la Savane	Fax:	(450)468-5497
St-Hubert, Quebec J3Y 5K2		
Pilot: Jean Handfield		

Trent Air (705)745-7147

Huisson Aviation (613)839-5868  
Carp

Viking Helicopters (450)452-3000  
Vaudreuil Fax: (450)452-2472

**d) Registered Liquid Waste Disposal Sites (\*Approved by Ministry of Environment)**

Toronto (800)265-2792  
Breslau (800)265-2792  
London (519)648-2291  
Brampton (800)265-2444

Canadian Waste Inc. (800)267-7874  
Mississauga - Safety Kleen (905)822-3781  
Sarnia (519)332-0720  
Napanee (613)388-1057  
Kingston (613)549-7100  
Ottawa (613)831-5363 or (613)836-2461  
Brockville (613)342-1081

**e) Boats (Also refer to Section 6 of Emergency Procedures Manual)**

McKeil Work Boats, Hamilton (905)528-4780

Navenco Marine Inc. (450)698-2810  
Chateauguay Fax: (450)698-1008

**f) Material Suppliers**

Pigmalion Environmental Group (905)670-1212  
Mississauga

Matasorb-Levac Supply, Kingston (613)546-6663

Oclansorb (613)723-1847  
A. F. Pollution Abatement Systems Inc. (800)465-7672  
Nepean Res: (613)260-8563

**Containers:**

Universal Drum, Mississauga	(905)822-3280
Industrial Containers Ltd. Ville LaSalle	(514)366-7700 Fax: (514)366-4345
Grief Containers Inc.	(905)664-4433 (613)968-6429 Fax: (613)968-2849

**g) Welders and Pipeline Contractors**

R.B. Somerville Co. King City Ottawa	(905)833-3100 (613)822-7112
M & F Mechanical, Hammond Claude Menard Pager # 364-0317	(613)488-2273 (613)769-4128
AECON	(416)741-7510

**h) Consultants**

Aqua Terre Inc.	(613)226-2456
24-Hr. Emergency #:	(613)0594-2784
Fax:	(613)226-5529
Conestoga-Rovers Ltd.	(800)265-6102 (519)884-0510
Marshall, Macklin, Monaghan	(905)882-1100
Jacques Whitford Environmental Ltd.	(416)495-8614
DDH Environnement Ltee.	(514)398-0544 Fax: (514)398-0545
Mission Environment	(418)871-0045 Fax: (418)871-0085

**i) Tank Testing:**

Tanknology Canada Inc.

(800)465-1577  
(905)819-8811  
(514)334-3133  
Fax: (514)334-5985

**j) Emergency Power Generation:**

Toromont (Caterpillar)  
5544

24 Hr. # 1-866-667-5544 -or- (416)667-  
(416)667-5772  
Fax # (416)667-5682

Aggreko

(905)459-3321  
Fax # (905)459-3392

**k) Communications:**

Bell Emergency Communications Service  
200 Blvd. Bouchard Bureau 500  
Dorval, Quebec  
Attn: Martin Bouchard

(514) 946-6969

**8. Waste Disposal, Manifesting and Reporting Requirements**

Once a spill has taken place, there are legal requirements that must be met with regard to the transportation and disposal of contaminated and hazardous wastes. Specifically, the transportation of all recovered product, contaminated liquids and contaminated solids must be properly documented and reported to the authorities.

a) Waste Disposal

Wastes can be disposed of in landfill sites, recycled or incinerated; however, the method of disposal must be mutually agreed to between a Company representative and the Ministry of Environment.

Generally, the extent of soil contamination must be determined before permission will be granted from Provincial authorities to either leave or remove contaminants. Details for testing are cited in CSA 2201, in Ontario Regulation 347/558, and in the Environmental Quality Act of Quebec, Hazardous Waste Regulation or Policy for soil protection and rehabilitation of contaminated lands.

**Solid Wastes** - The most common method of disposal of solid wastes such as contaminated soils is through municipal landfill.

In Ontario, disposal sites must be covered under a Certificate of Approval issued by the Ministry of Environment to receive the type or class of waste generated.

In Quebec, disposal sites are regulated by the Ministry of the Environment and may be approved to accept type or classes of wastes within set ranges (i.e. only soils within A-B range).

In all cases, TNPI must ensure that the intended disposal site is approved to receive the waste generated.

The movement of soils which are impacted by hydrocarbons and which are removed off-site must be thoroughly documented from "cradle to grave". It is important that all agencies and contractors involved in the movement of these materials be scrutinized carefully to ensure they are qualified. A flow chart depicting the handling of excavated soils will help guide personnel through the process. A form is provided to summarize the documentation required for each movement. Standard clauses are also provided to assist with creation of purchase orders. These documents are included in this section.

Whenever it is necessary to import Borrow or Fill Material to backfill an excavation, a similar flow chart is provided. Standard clauses are also provided to assist with creation of purchase orders.



**Liquid Wastes** - Normally, oily water liquid wastes can be recycled. Facilities are located at:

LAIDLAW                      1-800-267-7874  
- Sarnia                        519-332-0720

ONYX INDUSTRIES  
- Montreal                    514-351-7264  
                                     1-800-465-0911

**Sludge** - Sludge from tank bottoms and oily muds are normally stored in steel drums and then disposed of as liquid industrial waste. Handling of these materials are always through outside contractors which specialize in tank cleaning, such as Scott Tank Cleaning Services.

There are no registered/approved incinerator sites in either Ontario or Quebec, however, technology is rapidly advancing towards sludge and liquid waste incineration.

Waste in any form can be stored at the spill site in any leak proof container for a maximum of 90 days; however, the transport of waste materials must be by registered/approved carriers only. These carriers are clearly identified in Contractor Services, Equipment, Personnel, (Section 7).

b) Waste Generator Numbers and Waste Classification

The Company has registered all pump stations, meter stations and junctions in Ontario with the Ontario Ministry of Environment as a waste generator as shown on the attached lists. Within the Province of Quebec, the Company has not registered any sites with the Ministry of Environment (MEF) because it does not meet provincial criteria for registration. However, if waste is generated during a leak or spill it is necessary to register the waste with MEF prior to transport.

The registered waste generator numbers are specific to each individual site and are for specific wastes only, namely:

- oil, gasoline petroleum distillates, industrial lubricants, classified as 221 I.
- filter cartridges (Toronto Airport Terminal), classified as 221 I
- solvents, classified as 213 I
- oil/water separator waste, classified as 251 L
- waste oils and lubricants, classified as 252 L

If it's necessary to move a waste material from any site in Ontario that is not registered (ie: from a leak along the pipeline right of way) or if is necessary to remove a waste material that is not registered at a site, then it is essential that an Emergency Waste Generator # be obtained from the Regional Director of the Provincial Ministry of the Environment. The Regional

Director must know the name and address of the approved carrier, the disposal site (receiver), the volume and class of waste material to be moved. **Any movement without proper authorization could result in both personal and corporate fines.**

Registered Waste Generator Numbers and Classes

Facilities in Ontario - Waste Generator Number & Classes

Nanticoke Pump Station	ON0174714	221 I, 243 D, 251 L
Hamilton Meter Station	ON0174707	221 I, 251 L
Hamilton Junction	ON0174712	221 I, 251 L
Oakville Pump Station	ON0174710	122 C, 221 I, 243 D, 251 L, 251 T
Clarkson Pump Station	ON0174731	221 I
Clarkson Junction	ON0174732	221 I
Toronto Airport Junction	ON0174709	221 I, 251 L
Toronto Airport Terminal	ON0174711	221 I, 251 L
Elmbank, Maintenance	ON0174700	243 D, 221 I, 213 I, 251 L, 252 L
North Toronto	ON0174720	221 I, 243 D, 251 L
Keele Street Junction & North Toronto Junction	ON0174721	221 I
Cummer Junction	ON0174713	221 I, 251 L
Toronto Meter Station	ON0174733	221 I
Markham Meter Station	ON0174734	221 I
Bowmanville Pump Station	ON0174735	146 I, 221 I, 251 L
Port Hope Meter Station	ON0174716	221 I
Castleton Pump Station	ON0174730	221 I

Belleville Meter Station	ON0174708	221 I, 251 L
Brighton Pump Station	ON0174719	122 C, 146 T, 221 I, 243 D, 251 L, 251 T
Deseronto Pump Station	ON0174722	221 I
Kingston Meter Station	ON0174717	221 I
Kilbirnie Pump Station	ON0174718	122 C, 221 I, 243 D, 251 T
Maitland Pump Station	ON0174723	221 I
Maitland Meter Station	ON0174724	221 I
Prescott Junction (PRB)	ON0174726	221 I
Prescott Meter Station	ON0174725	221 I
Farran's Point Pump Sta.	ON0174727	122 C, 221 I, 243 D, 251 L, 251 T
Ottawa Meter Station	ON0174728	221 I
Cornwall Meter Station	ON0174729	221 I
Lancaster Pump Station and Maintenance Headquarters	ON0174703	221 I, 213 I, 243 D, 252 L
All Valve Sites	Small Quantity Exemption - to move lubricants to TD and LD	

**Facilities in Quebec**

Not Registered with MEF

**c) Manifesting and Reporting Requirements**

The proper waste generator number and classification numbers must be used on all manifest forms. The manifests are available only from Provincially registered/approved carriers. For Ontario manifesting procedures see Hazardous Waste Information Network (HWIN), Ontario.

The manifest consists of a six-part form that must be completed for each load of waste by the generator (TNPL), and the carrier and the receiver (disposal site). Samples of completed manifests are attached (Ontario, figure 4; Quebec, figure 5). Copies of the manifest are to be forwarded to the Provincial Office identified on the form by the generator, the carrier and the receiver to enable tracking of every load of waste shipped in the province. **Failure to register contaminated waste movement can result in fines or imprisonment.** Copies of all manifests must be forwarded to the On Scene Commander, or Supervisor. All generator and receiver copies of manifests will be filed at Elmbank.

When responding to an emergency involving a discharge which has entered an oil/water separator, ensure to check the oil/water separator for product. Remove visible product from all chambers, using a vacuum truck and make sure the registered waste generator number is identified on the waste manifest form. If the discharge is directed to others, such as a municipality or a refinery, ensure their personnel are notified of the discharge.

**Hazardous Waste Information Network (HWIN), Ontario.**

Commencing September 1, 2002, all waste manifests in the Province of Ontario are to be obtained through the internet *www.hwin.ca*. TNPI has registered 26 of its sites on the HWIN system. The Manager, Environment, Health and Safety is the designated Administrator of the system for TNPI. Managers and Field Supervisors have user rights which enable them to access the system, alter waste classifications and issue electronic waste manifests. To access specific TNPI sites, the following list identifies the designated user name (ie. *grobinsn#*) for each site and password. A common password (ie. *pipeline*) was used for all sites.

Logging into HWIN:

1. Using any computer with an Internet connection go to *http://www.hwin.ca*.
2. Click on "Login".
3. Enter "User Name" (ie. *gsloan26*), and enter "Password" (ie. *pipeline*)

After you have completed these steps, the system will present you with a personalized screen that allows you to manage TNPI's interactions with HWIN. From this screen you will be able to construct electronic waste manifest forms and sign them. On completion of your task, logoff the system.

## Ontario Waste Generator Information and HWIN Site Numbers:

Location	Waste Generator Number	Waste Classes Registered	HWIN User Names
Nanticoke Pump Station	ON0174714	221I, 243D, 251L	grobinson4 mglass4 aocallaghan4 fgaudio4 adonati4
Hamilton Meter Station	ON0174707	221 I, 251 L	grobinson16 mglass16 aocallaghan16 fgaudio16 adonati16
Hamilton Junction	ON0174712	221 I, 251 L	grobinson12 mglass12 aocallaghan12 fgaudio12 adonati12
Oakville Pump Station	ON0174710	122 C, 221 I, 243 D, 251 L, 251 T	grobinson22 mglass22 aocallaghan22 fgaudio22 adonati22
Clarkson Pump Station	ON0174731	221 I, 243 D	grobinson5 mglass5 aocallaghan5 fgaudio5 adonati5
Clarkson Junction	ON0174732	221 I	grobinson23 mglass23 aocallaghan23 fgaudio23 adonati23
Toronto Airport Junction	ON0174709	221 I, 251 L	grobinson6 mglass6 aocallaghan6 fgaudio6 adonati6
Toronto Airport Terminal	ON0174711	221 I, 251 L	grobinson1 mglass1 aocallaghan1 fgaudio1 adonati1
Elmbank, Maintenance	ON0174700	243 D, 221 I, 213 I, 251 L, 252 L	grobinson3 mglass3 aocallaghan3 fgaudio3 adonati3
North Toronto	ON0174720	221 I, 243 D, 251 L	grobinson9 mglass9 aocallaghan9 fgaudio9 adonati9
Keele Street Junction & North Toronto Junction	ON0174721	221 I	grobinson24 mglass24 aocallaghan24 fgaudio24 adonati24
Cummer Junction	ON0174713	221 I, 251 L	grobinson25 mglass25 aocallaghan25 fgaudio25 adonati25
Toronto Meter Station	ON0174733	221 I	grobinson19 mglass19 aocallaghan19 fgaudio19 adonati19

Markham Meter Station	ON0174734	221 I	not registered
Bowmanville Pump Station	ON0174735	146 I, 221 I, 251 L	grobinson17 mglass17 aocallaghan17 fgaudio17 adonati17
Port Hope Meter Station	ON0174716	221 I	not registered
Castleton Pump Station	ON0174730	221 I	grobinson14 mglass14 aocallaghan14 fgaudio14 adonati14
Belleville Meter Station	ON0174708	221 I, 251 L	grobinson13 mglass13 aocallaghan13 fgaudio13 adonati13
Brighton Pump Station	ON0174719	122 C, 146 T, 221 I, 243 D, 251 L, 251 T	grobinson7 mglass7 aocallaghan7 fgaudio7 adonati7
Deseronto Pump Station	ON0174722	221 I	grobinson15 mglass15 aocallaghan15 fgaudio15 adonati15
Kingston Meter Station	ON0174717	221 I	grobinson18 mglass18 aocallaghan18 fgaudio18 adonati18
Kilbirnie Pump Station	ON0174718	122 C, 221 I, 243 D, 251 T	grobinson21 mglass21 aocallaghan21 gsloan21 jbissonnette21
Maitland Pump Station	ON0174723	221 I	grobinson26 mglass26 aocallaghan26 gsloan26 jbissonnette26
Maitland Meter Station	ON0174724	221 I	grobinson10 mglass10 aocallaghan10 gsloan10 jbissonnette10
Prescott Junction (PRB)	ON0174726	221 I	not registered
Prescott Meter Station	ON0174725	221 I	not registered
Farran's Point Pump Sta.	ON0174727	122 C, 221 I, 243 D, 251 L, 251 T	grobinson11 mglass11 aocallaghan11 gsloan11 jbissonnette11
Ottawa Meter Station	ON0174728	221 I	grobinson8 mglass8 aocallaghan8 gsloan8 jbissonnette8

Cornwall Meter Station	ON0174729	221 I	grobinson20 mglass20 aocallaghan20 gsloan20 jbissonnette20
Lancaster Pump Station and Maintenance Headquarters	ON0174703	221 I, 213 I, 243 D, 252 L	grobinson2 mglass2 aocallaghan2 gsloan2 jbissonnette2
<b>Other Sites</b>			
All Valve Sites	Small Quantity Exemption	221 I	not registered
Nanticoke Mile Post 3.9	CM630HDG		not registered

d) Waste Handling and Reduction Activities

The Company and its personnel have adopted an awareness of the need to participate in waste reduction, re-using and recycling programs. Several initiatives have been undertaken so far. Listed below are a few examples of such initiatives. Staff are encouraged to participate in these initiatives and to recommend others means to reduce, re-use, and recycle waste.

Where possible the Company follows the waste handling practices of the Canadian Petroleum Products Institute (CPPI). Reference materials are stored in the Crisis Command Centre.

Head Office

- Blue box recycling program
- Use recycled paper
- Reduced quantity and distribution of reports
- Double sided photocopying of reports and documents
- Consolidation of files, through central filing to eliminate duplication of information.
- Bulk coffee purchases, instead of packaging
- Use of ceramic cups instead of disposable plastic inserts

Field Services

Oils and solvents are collected and stored until volume is sufficient for pick-up by a waste recycler. Materials are stored in steel drums labelled "recyclable lube oils". The drums must be emptied at intervals not exceeding 90 days.

Solvent material at Elmbank and Lancaster is non-hazardous water-based material that is biodegradable (Blue Gold). Spent material which may contain contaminants is disposed of through waste handler.

Absorbent pads are wrung out and re-used on site, to maximize use and reduce waste, used pads are disposed of in landfill.

Filters at TA, DV and MB are stored in a weatherproof container and allowed to drain before land disposal.

Pallets and other wood products are reused or consumed as firewood by employees.

Ceramic coffee cups used instead of disposables, and bulk creamers or "Coffeemate" used instead of disposable creamers.

Scrap copper collected in drum and sold as scrap, funds returned as petty cash.

Scrap steel (pipe and valves), accumulated and sold as scrap, funds forwarded to accounting.

Paper is collected and disposed of in local "blue box", where available.

e) Site Remediation Activities

Leaks or spills or accumulated contamination from improper product handling practices may have rendered the site to be contaminated.

It is vital that personnel understand the implications and complications that can arise out of improper product handling or leaks and spills, or improper clean-up practices, regardless of size. The negative impact of these events on the environment can be significant. The cost to clean-up such matters can be enormous. Reference material on site remediation and restoration techniques are available within the Company Library and in the Crisis Command Centre.

f) Asbestos

Asbestos is registered as a hazardous substance, which when disturbed can become airborne and can be ingested into the lungs. Serious health effects can result through repeated and prolonged exposure. Therefore precautions must be taken during handling and exposure to asbestos. Risk of exposure within Trans-Northern is limited to construction activities at selected stations where asbestos is present in the form of transite cement board as well as coal tar coating on the mainline and old flexitallic type gaskets.

As long as the materials containing asbestos are not disturbed there is no danger or health risk.



(i) Transite Cement Board

Transite Cement Board should never be drilled, sawed, cut or broken. Locations where transit board is used as a construction material are listed as follows:

Oakville Control Room	Ceiling - bare Removable Wall Panels - painted
Clarkson Control Room	Ceiling - painted
Clarkson Meter Shelter	Roof - bare
Clarkson Jct. Manifold Building	Ceiling - bare
North Toronto Control Room Walls	- painted internally - bare externally
Belleville Meter Shelter	Roof - bare
Kingston Meter Shelter	Roof - bare
Maitland Meter Shelter	Roof - bare
Maitland Pump Control Room	Ceiling - painted
Maitland Pump House	Ceiling - painted
Cornwall Meter Shelter	Roof - bare
Lancaster Control Room	Ceiling - painted
Lancaster Pump House	Ceiling - painted
Como Control Room	Ceiling - painted
Como Pump House	Ceiling - painted
Montreal Sample Building	Ceiling - bare
Montreal Meter Shelter	Roof - bare
Ottawa Control Room	Walls - painted - clad externally
Ottawa Sample Shack	Ceiling - painted

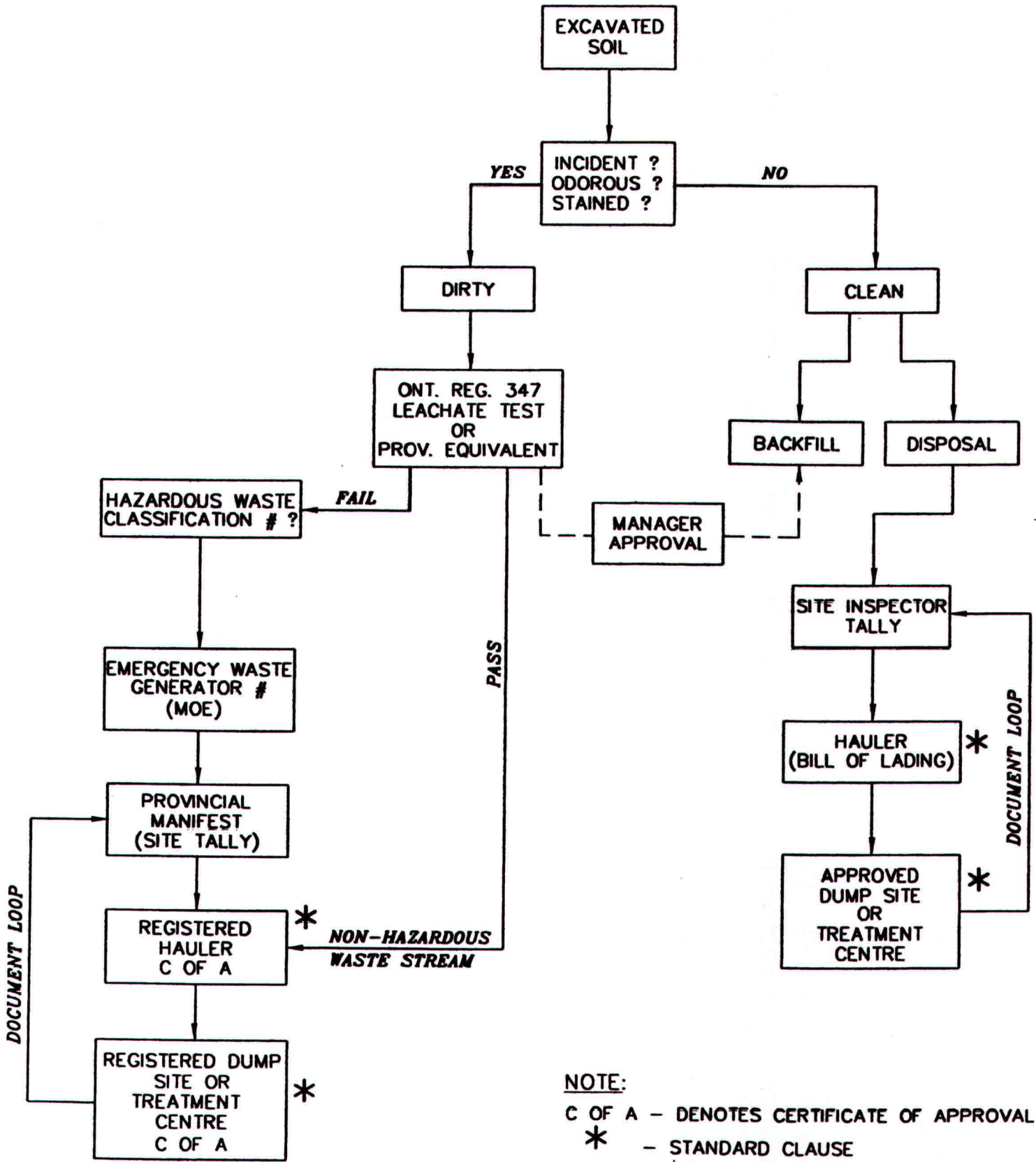
Asbestos materials should only be removed by competent contractor in accordance with the "Regulation respecting Asbestos, 570/82, 655/85, 23/87". The process of removal requires



**STANDARD CLAUSES FOR PURCHASE ORDERS:**  
**EXCAVATED SOILS/BORROW OR FILL MATERIALS**

1. All trucks used to haul soil must be in first class condition and clean, and drivers shall be properly licensed in accordance with Provincial requirements. The Company reserves the right to reject any truck or driver not meeting these criteria.
2. For registerable waste soils all trucks and drivers used to haul soil governed under a Provincial waste manifest must be covered under a Provincial Certificate of Approval and are subject to acceptance by a Company inspector or agent.
3. For registerable waste soils, waste manifests must be filled in accurately and completely in accordance with Provincial legislation and signed by all parties. Completed copies are to be mailed in accordance with instructions on the manifest forms.
4. For non-registerable waste soils, each bill of lading or load tally must be filled in accurately and completely. The load tally is to be signed by the Company inspector or agent before leaving the site and by the receiver upon delivery to the dump site or treatment facility. Copies of each bill of lading are to be returned to the Company inspector or agent as soon as possible following each delivery.
5. Dump sites or treatment facilities must be approved by the Company inspector or agent in advance of any agreement to transport waste soils. The materials to be disposed of must be within the allowable acceptance criteria of the dump site. The site must be licensed under a Provincial Certificate of Approval. A copy of the C of A must be provided to the Company prior to delivery of materials.
6. TNPI or its agent will contact the Provincial Ministry of Environment and ascertain if a dump site is covered under a Certificate of Approval.
7. The material (soil or gravel) available from source sites must be clean and free of any contamination. If warranted, a soil sample shall be taken for analysis to an independent laboratory before a decision is taken to accept the source material.

# EXCAVATED SOIL

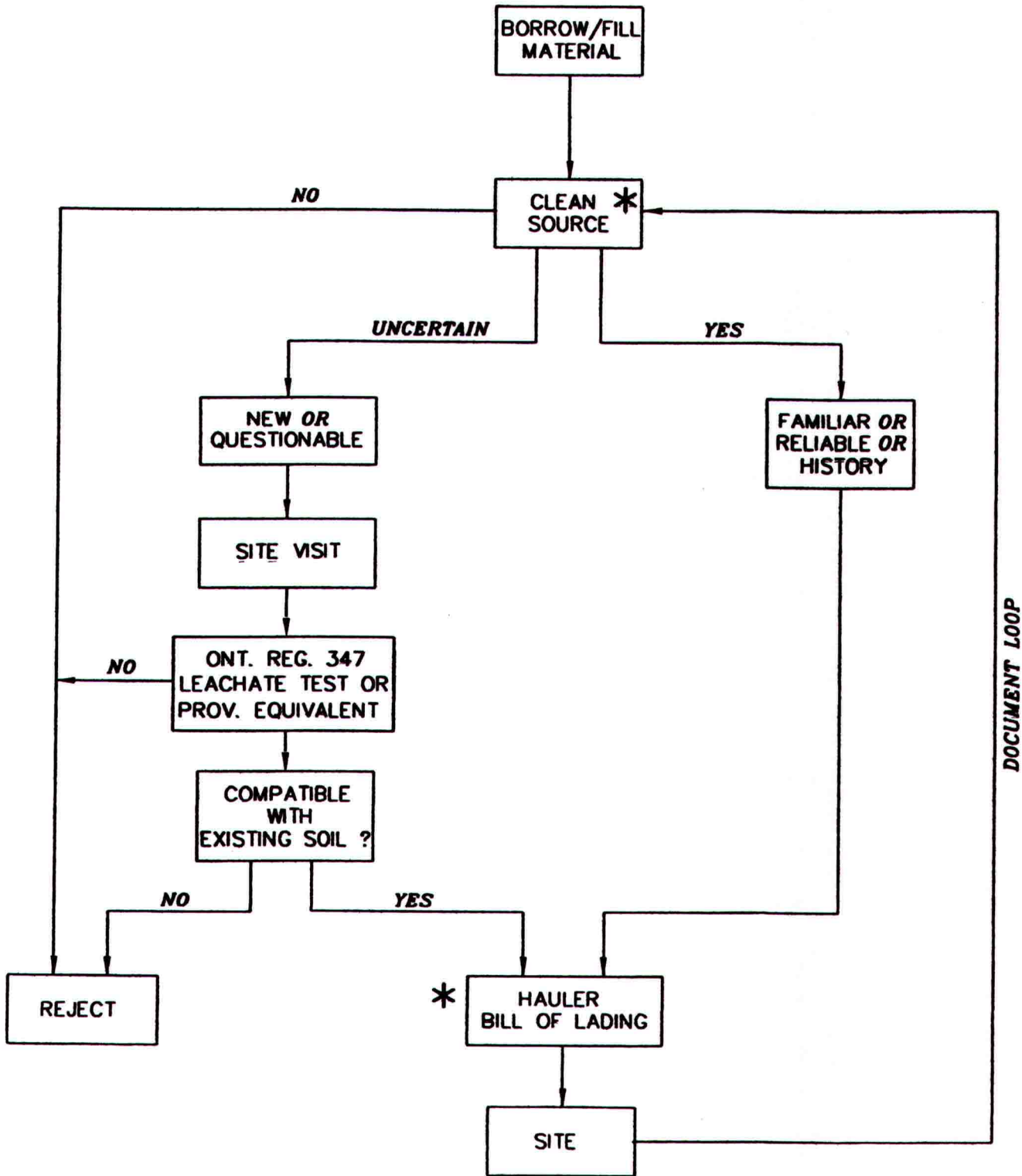


**NOTE:**

C OF A - DENOTES CERTIFICATE OF APPROVAL

\* - STANDARD CLAUSE

# BORROW/FILL MATERIAL



DOCUMENT LOOP

\* STANDARD CLAUSE

**TNPI WASTE HANDLING FORM**

File: C:\WP51\EPM00\Sec8

AFE # \_\_\_\_\_

- 1     **Project:**
- 2     **Date:**
- 3     **Was Any Soil Removed from Site:**
- 4     **TNPI Personnel On Site:**
- 5     **Laboratory Analysis Report:**
- 6     **Consultant/Project Manager:**
- 7     **Contractor:**
- 8     **Hauler:**
- H* 9     **Is the Material Registerable:**
- N* *A* 10    **Is the Material Hazardous:**
- O*
- N* *Z* 11    **Waste Classification:**
- 
- H* *A* 12    **Emergency Waste Generator # - MOE:**
- A*
- Z* *R* 13    **Manifest #:**
- A*
- R* *D* 14    **Disposal Site:**
- D*
- O* *O* 15    **Disposal Site Certificate of Approval #:**
- U*
- S* *U* 16    **Total Tonnage**
  
- S* 17    **Load Tally - Bill of Lading:**

\_\_\_\_\_  
**Approved**

## 9. Public and Governmental Relations

### a) Media and Public Relations

The media has an interest and responsibility to report news events to the public. It is in the interest of the Company to cooperate with the media to ensure factual reporting. Where possible, the media should be referred to the On Scene Commander or other personnel designated to address the media. All personnel should be aware of the following reporting requirements.

When providing information to the news media, it is essential to issue only statements of fact, never personal opinion or speculation. Be honest and sincere. If a tour for the media is arranged, all members must be equipped with appropriate personal protective equipment to ensure their safety.

Generally, the media will want to know the following information:

- **the name of the facility involved, and a brief history.**
- **the time of the spill or leak.**
- **the amount of material released (if known) or the size of the area affected.**
- **the type of material released.**
- **the hazards related to the material released (refer to Material Safety Data Sheets)**

The Company should also ensure the media are aware of the following information:

- **it is the Policy of the Company to prevent oil spills, but when they do occur, the Company is committed to reducing damage to people, property and the environment.**
- **state that containment and clean-up personnel are either en route to or on site to minimize damage.**
- **describe measures implemented or those proposed to control the spill and cleanup the area.**
- **describe special efforts (if any) to protect the general public, property, wildlife and the environment.**

In all circumstances DO NOT:

- speculate on the liability for the spill or its consequences.
- speculate on the cause of the spill.
- speculate on the cost of damages or clean-up measures.
- speculate on the time required to complete the clean-up.
- make promises related to property restoration.
- express opinions about government or Company response to the spill.

If the media suggest or publish incorrect statements, or unfounded speculation, provide the sources with correct information and ask for an ammendment to the incorrect details. Avoid direct rebuttal.

Whenever interviews with the news media have taken place, it is necessary to take notes of all verbal statements issued. Copies of all newspaper coverage and reports on radio and television coverage should be forwarded to the On Scene Commander.

A video entitled Media Relations During a Crisis is available to prepare personnel to deal with the media. Managers of Engineering and Planning or Operations and Oil Movements will make this video available to personnel on request and will incorporate this video into cyclic training sessions.



## b) Legal Assistance

The company retains legal counsel through Fasken, Campbell, Godfrey, in Ontario and Martineau Walker, in Quebec. Through them they have a Spill Response Team, intended to provide On-Scene Commanders with legal advice in the event of a major oil spill or other serious incident. The following list of personnel can be contacted by On-Scene Commanders, Managers or the President 24 hours a day, 7 days a week.

	<u>Ontario</u>
Rosalind Cooper	416-865-5127
Neal Smitheman	416-868-3441
Walter Palmer	416-868-3432
John Zimmer	416-868-3502
or call Pager	416-378-4932
or Fax	416-364-7813

	<u>Quebec</u>
Pierre B. Meunier	514-397-4380
	514-487-0127 (Home)
	514-361-8788 (Pager)
	514-397-7600 (Fax)

## c) Guidelines for Conducting Investigative Interviews

The following guidelines are provided to assist company personnel in the event a Federal or Provincial inspector or investigator visits the premises. Generally, arrangements should be made to allow for a Manager or On-Scene Commander or President to answer questions posed by investigators.

1. Personnel should direct investigators to the Manager, On-Scene Commander or President of the Company. Never speak to an investigations officer alone. Staff interviewed by investigators must be accompanied by another representative of the company or legal counsel.
2. If the visit is unscheduled, ask the inspector if the visit can be postponed until a Manager, On-Scene Commander or President and legal counsel can be present.

3. Staff is instructed not to provide any information to the investigator and to direct the investigator to a Manager, On-Scene Commander or President.
4. Request to see identification and obtain business card.
5. Legal counsel should be present throughout any interview. All interviews should be taped and transcribed. Answers are provided under legal obligation, not by consent.
  - answer questions concisely and precisely, do not ramble or use specialized terminology.
  - do not answer if the question is not fully understood.
  - do not speculate.
  - limit your responses to simple yes or no answers.
  - if you do not know the answer, say so.
  - **you do not have a legal obligation to sign any document or statement.**  
**DO NOT SIGN ANYTHING!!**
6. Determine the nature of the visit. Is it the result of an incident or a complaint from a third party? If the complaint is from a third party, the investigator should have a search warrant. If one exists, obtain a copy.
7. If copies of documents are provided to the investigator, ensure that the originals are retained by the company. Make a copy of any written statements made to during the course of the investigation.
8. If the investigator takes photographs, ask for duplicate copies if possible, otherwise, take photographs of the same sites as the investigator.
9. If samples are obtained by the investigator, obtain similar samples and take these to an independent laboratory for analysis.
10. **Be honest, sincere, factual.**

**SAMPLE FIELD STATEMENT - MEDIA RELEASE**

Trans-Northern Pipelines Inc. has experienced a

\_\_\_\_\_ (type of product)

spill as of \_\_\_\_\_ in the \_\_\_\_\_  
(time/date) (area/location)

and has reported the incident to \_\_\_\_\_  
(persons or agencies notified)

It is not known at this time the quantity of product lost. (If contained, say so.) The

cause of the spill is under investigation. The spill is associated with \_\_\_\_\_  
(pipeline

\_\_\_\_\_. Clean up is being (or is to be) undertaken  
(facilities involved)

by \_\_\_\_\_ from \_\_\_\_\_ using  
(# of persons) (source of personnel)

\_\_\_\_\_.  
(equipment and chemicals)

Supervision is being provided by TNPI Emergency Response Team.

## 10. Training Requirements and Guidelines

### a) Training Requirements

Management must ensure that personnel are capable of responding to emergencies through contingency planning and training exercises. Generally, each department head is to ensure supervisors and their personnel are aware of their respective roles, and capable of responding to an emergency.

These responsibilities are as follows:

#### 1. Field Services:

##### **Manager and Supervisors are to:**

- ensure the Emergency Procedures Manual is accurate and up to date with regulatory requirements.
- ensure supervisors each have access to a copy of the Emergency Procedures Manual, and are familiar with its content and use.
- ensure all personnel know where copies of the Emergency Procedures Manual are located at each work location, and are familiar with the contents.
- to organize at least one Oil Spill Training Exercise each year.

#### 2. Oil Movements

##### **Manager and Supervisor is to:**

- ensure all Line Controllers know where a copy of the Emergency Procedures Manual is located, and are familiar with the contents, particularly Alerting Procedures.

#### 3. Engineering

##### **Manager is to:**

- ensure that the master copy of the Emergency Procedures Manual is maintained in the Crisis Command Centre, and that revisions to the manual are inserted in the appropriate sections.
- ensure that all Engineering personnel know where the master copy of the Emergency Procedures Manual is located, and are familiar with the contents, particularly Notification Procedures.
- ensure route maps are kept accurate and up to date and that revisions are issued and distributed appropriately.

**b) Guidelines For Training Exercises**

The purpose of training exercises is to acquaint personnel in the principles of oil spill response and fire fighting, to evaluate new equipment and spill cleanup techniques, and to test the effectiveness of the Company's emergency procedures.

**1. Oil Spill Training Exercise - Each training exercise should consist of:**

- a) Instruction:
  - 1. Principles of oil spill response.
  - 2. Review of Emergency Procedures Manual & Site Response Plans #1
  - 3. Oil Movement on Water - effect of wind and how oil booms work.
  - 4. Oil Movement in Soil - effect of clay, sand, utilities.
  - 5. Cleanup techniques.
  
- b) Demonstration:
  - 1. Equipment manufacturers.
  - 2. Material suppliers.
  - 3. Cleanup contractors.
  
- c) Drill:
  - 1. Set up and operate light plants, pumps, hoses.
  - 2. Connect boom sections on land, deployment on water.
  - 3. Spread and recovery of sorbents, loose, pads, rolls.
  - 4. Dry run emergency telephone list:
    - Alerting Procedures
    - Cooperative Equipment
    - Contractor Equipment
    - Notification Procedures.

**2. Fire Training Exercise - Each training exercise should consist of:**

- a) Instruction:
  - 1. Anatomy of fire.
  - 2. Types of fire extinguishers, size, rating, inspection.
  - 3. Fire fighting techniques.
  - 4. Contingency equipment, fire blankets, first aid kits, burn dressings.
  - 5. Personnel evacuation.
  
- b) Drill:
  - 1. Extinguishment of an oil pan fire using Company extinguishers.
  - 2. Inspection procedures.
  - 3. Recharging procedures.
  - 4. Dry run emergency telephone list:
    - local fire department
    - alerting procedures

**c) Training Facilities**

Training in emergency response procedures are available from Lambton College in Sarnia and specialized consulting firms such as CERTA Inc. and Levitt Safety. Furthermore, through participation with the Ontario Petroleum Association, Oil Spill Cooperatives and shipper companies, Trans-Northern personnel have the opportunity to train in emergency oil spill and fire response.

**d) Emergency Exercises**

Each year the company will conduct simulated emergency exercises to test the efficiency and emergency response capabilities of personnel and contractors, and to test the adequacy of the Emergency Procedures Manual and effectiveness of staff training. Generally, there will be no warning of such exercises provided.

## 11. Emergencies Involving PCB's

All electrical equipment containing PCB's (chlorobiphenyls) with concentrations of greater than 50 parts per million (PPM) must be registered with the National Energy Board and Environment Canada.

In 1995, TNPI shipped its hazardous waste containing PCB's to Swan Hills, Alberta for destruction. All transformers containing PCB's in excess of 50 PPM were dechlorinated. Post treatment testing indicates the transformers contain well below 50 PPM and are therefore considered to be non-hazardous.

**Trans-Northern Pipelines Inc. does not have any equipment containing PCB's in excess of 50 PPM.** The locations and concentrations where low level concentration of PCB's can be found throughout Trans-Northern are listed in Table 1, Montreal System, or Table 2, Toronto System.

**Table 1: Montreal System - Transformer Summary**

<u>Location</u>	<u>Serial #</u>	<u>PPM</u>
CM	21997	19.0
LN	219998	14.5
FP	244104	4.3
FP	244106	2.9
FP	244109	12.8
MP	102777	0.8
KB	244101	17.3
KB	244107	16.7
KB	244108	12.4

**Table 2: Toronto System - Transformer Summary**

<u>Location</u>	<u>Serial #</u>	<u>PPM</u>
NK	G5373	6.0
OA	148676	9.9
BR	244103	2.0
BR	244105	11.4
BR	244102	3.7
BO	A3151677	1.5
CA	37394	0.3
DR	2309533	0.1

ELMBANK MAINTENANCE HEADQUARTERS

IN CASES OF EMERGENCY:

**1. Fire**

- Evacuate the building using the nearest closest exit. Move in an orderly fashion, do not panic. When outside, report to the designated area at the end of TNPI's driveway on Elmbank Road (south side of compound). Identify yourself to Anna O'Callahan to ensure all personnel are accounted for.
- Fire extinguisher locations are indicated on Elmbank Safety Plan (SFTY/EL). Fire extinguishers should be used to put out fires only by persons knowledgeable in their use and application. Extinguishers can be used to aid egress.
- Go to the nearest available telephone and alert Mississauga Fire Department (911). Then, alert TNPI Head Office of the fire emergency at 1-800-361-0608.
- Under no circumstances should you re-enter the building until after the fire Marshall has indicated it is safe to do so.

**2. Bomb Threat**

If a bomb threat is received:

Concerning TA Station or Elmbank -evacuate the building using the procedure outlined for a fire. Immediately, notify police (911) who will in turn notify their bomb squad. After all personnel are accounted for, clear the area in accordance with instructions received from the police authority. Secondly, notify TNPI line controller 1-800-361-0608 of the threat by going to the nearest safe telephone location.

Concerning another location along the pipeline route - notify TNPI Line Controller 1-800-361-0608 and have the station or section of mainline isolated.

Call the appropriate police authority for the area, and detail factual information regarding the threat. Clear all TNPI personnel from the affected area.

Refer to the section "Emergency Telephone Numbers" in the Emergency Procedures Manual.

**3. Product, Spill Or Leak**

Follow procedures laid out in the **Emergency Procedures Manual**.



**MONITORED SECURITY SYSTEM****Overview**

A security system, monitored off-site by Security Information Systems, has been installed at the Elmbank Field Services facility. The system is comprised of:

- 3 - Door contacts (main, west & east entrances)
- 4 - Double window contacts (SCADA, Meeting & both Supervisor's offices)
- 4 - Glass break detectors (SCADA, Meeting & both Supervisor's offices)
- 7 - Motion detectors (Reception, Maintenance & Technical offices & the warehouse)
- 1 - Warehouse siren

The system is controlled by 2 keypads, one located at the west entrance door to the warehouse, the other is inside the main foyer on the south side of the office area. The keypad is used to send commands to the system and to display the current system status. When a sensor is in alarm, a keypad light will be on to indicate which zone is in alarm.

**Pass Cards**

Pass Cards have been issued to all Elmbank staff and designated Richmond Hill personnel. Your card provides a system and personal identification number. On the back of the card are the phone numbers to contact if you accidentally trip the system, fail to enter or exit the building within the specified time limit, or are conducting a system test. Failure to follow the procedures will result in response mechanisms to be enacted.

**Master Code**

The 4 digit master code (####) is used for arming and disarming the system. All keypad entries are made by pressing one key at a time.

**Arming - Time Delay Of 60 Seconds For Exit**

Close all protected doors and windows and stop movement in areas covered by motion detectors. If the "Bypass" light is ON, be sure zones are being intentionally bypassed before arming the system. Zones can be manually bypassed if a sensor is defective. This permits us to activate the remainder of the system until repairs can be made.

Check to see if the "Ready" light is ON (all zones are closed). The system cannot be armed unless the "Ready" light is ON. Enter the 4 digit master code. As each digit is entered, the keypad sounder will beep. Once the correct access code is entered, the "Armed" light will come ON and the keypad sounder will beep quickly. The warehouse siren will also be annunciated. If the access code was entered incorrectly or the "Ready" light was not ON, the keypad sounder will beep steadily for 2 seconds.

When the correct code is entered and the system is armed, exit through the door (west entrance to the warehouse or the main foyer on the south side of the office area).

**Disarming - Time Delay Of 30 Seconds For Entry**

Enter the premises through either the west entrance to the warehouse or the main foyer on the south side of the office area. The keypad sounder will be ON. Go to the keypad and enter the 4 digit master code. If an error is made entering the code, press the (#) key and enter the code again. The "Armed" light will go out and the keypad sounder will stop. The correct access code must be entered before the allowed entry time expires. If an alarm occurred while the panel was armed, the "Memory" light and the light for the zone which caused the alarm will start to flash and will continue flashing for 2 minutes. At the end of 2 minutes, the keypad lights will stop flashing and the keypad will return to the normal "Ready" condition.

**Alarm Response**

The system is continuously monitored off-site by ADT. Upon receipt of alarm:

- (1) ADT will notify Line Control.
- (2) Line Control will obtain the number of zones which have been tripped from ADT and
  - if Zone 1 is tripped, instruct ADT not to call for a police response;
  - if Zone 2 or more zones are tripped, instruct ADT to initiate a police response.
- (3) Line Control initiates in-house notification procedures (regardless of the number of zones which have been tripped) and provides the particulars of the ADT notification (the alarm will require resetting).

**System Testing**

The system can be tested to ensure that it is functioning properly:  
(Monitoring Station - Refer to Pass Card For Telephone Numbers)

- 1) Inform the monitoring station that you are testing your system.
- 2) Disarm the system ("Ready" light should be ON).
- 3) Perform a battery test by pressing (\*) (6) (Master Code) (8). The alarm will sound for about 2 seconds.
- 4) Activate each sensor in turn. For example, open a door or window. Observe the zone lights come ON as each sensor is activated. The zone light will go OFF as each sensor is restored to normal (door or window is closed).
- 5) When testing is complete, call and advise the monitoring station.

**Zone Identification**

- #1 - Contact on the main foyer door on the south side of the office area
- #2 - Contact on the west entrance door to the warehouse
- #3 - Contact on the east entrance door to the lunchroom
- #4 - Contact on the SCADA room windows
- #5 - Contact on the Meeting room windows
- #6 - Glass break detector in Meeting room
- #7 - Glass break detector in SCADA room
- #8 - Glass break detector & window contacts in the Maintenance Supervisor's office
- #9 - Glass break detector & window contacts in the Technical Supervisor's office
- #10 - Motion detector in the reception area
- #11 - Motion detector in the west warehouse corridor
- #12 - Motion detector in the east warehouse corridor
- #13 - Motion detector in the east Technical office
- #14 - Motion detector in the southeast corner of the warehouse
- #15 - Motion detector in the northwest corner of the warehouse
- #16 - Motion detector in the west Maintenance office

**LANCASTER MAINTENANCE HEADQUARTERS****IN CASES OF EMERGENCY:****1. FIRE**

- Evacuate the building using the nearest closest exit. Move in an orderly fashion, do not panic. When outside, report to the designated area at the end of TNPI's driveway on the east side of Hwy. 34. Identify yourself to the Supervisor, Maintenance or alternate to ensure all personnel are accounted for. If site evacuation is required, assembly point is MacEwen Gas Bar at the 401 interchange.
- Fire extinguisher locations are indicated on Lancaster Safety Plan (SFTY/LN). Fire extinguishers should be used to put out fires only by persons knowledgeable in their use and application. Extinguishers can be used to aid egress.
- Go to the nearest available telephone and alert Lancaster Fire Department (525-4700). Then, alert TNPI Head Office of the fire emergency at 1-800-361-0608.
- Under no circumstances should you re-enter the building until after the Fire Marshall has indicated it is safe to do so.

**2. BOMB THREAT**

If a bomb threat is received:

Concerning LN Station - evacuate the building using the procedure outlined for a fire. Immediately notify police (1-888-310-1122) who will in turn notify their bomb squad. After all personnel are accounted for, clear the area in accordance with instructions received from the police authority. Secondly, notify TNPI line controller 1-800-361-0608 of the threat by going to the nearest safe telephone location.

Concerning another location along the pipeline route - notify TNPI Line Controller 1-800-361-0608 and have the station or section of mainline isolated.

Call the appropriate police authority for the area, and detail factual information regarding the threat. Clear all TNPI personnel from the affected area.

Refer to the section "Emergency Telephone Numbers" in the Emergency Procedures Manual.

**3. PRODUCT, SPILL OR LEAK**

Follow procedures laid out in the **Emergency Procedures Manual**.

**HEAD OFFICE EMERGENCY PROCEDURES**

**IN CASE OF A FIRE, OR FIRE ALARM:**

1. When a fire alarm is activated the fire bells ring continuously This is the signal that everyone must evacuate the building.
2. Note that when an alarm is activated, the following steps will be taken.
  - *the Fire Department will be notified.*
  - *the location of the alarm will be investigated.*
  - *instructions to tenants will be given by way of the building audio system.*
3. Further instructions will be issued by the Fire Department via the audio system.
4. Exit down one of the two stairwell exits (located on each floor) in an orderly fashion.
5. DO NOT attempt to use the elevators as they will be shut off on the 1st floor.
6. Note - Close all doors behind you.

Staff should familiarize themselves with the fire alarm pull stations.

**IN CASE OF A MEDICAL EMERGENCY**

1. Call 911 to summon the appropriate medical assistance.
2. Notify Manager, Building Operations at 905-508-8805, to alert them of the medical emergency. They will secure the freight elevator on the ground floor, meet the ambulance crew and direct the crew to the emergency location, standby and hold the elevator for direct descent to the ground level.

**Head Office - Fire Safety Team - M. Graham - Co-ordinator**

The following individuals will be responsible for making sure the office is cleared of all personnel. Please give them your utmost co-operation.

**Vivian Alary and/or Sheila Tobin** shall listen for announcements over the public address system and *relay instructions to employees via telephone paging system*. Receptionist shall then exit through main door and leave building via stairwell. Receptionist shall take the visitor's log to the evacuation point.

**Wayne Folsom** and/or **Satish Kumar** shall clear the *drafting area, storage room, scheduling area and control room*, then exit through north door and leave building via stairwell.

**Cindy Garcia** and/or **John Devine** shall clear *accounting area and meeting room*. They shall exit through main door and then clear *both male and female washrooms* and leave building via stairwell.

**Mary Donovan** and/or **Gary Robinson** shall clear *all managers' offices, payroll office, vault room, library and boardroom* and shall exit through south door and leave building via stairwell.

**Berrin Wang** and/or **Glenn Murphy** shall clear the *engineering area, lunch room and computer room* and shall exit through north door and leave building via stairwell.

**Line Controller(s)** shall clear *control room and computer room* and exit through north door and leave building via stairwell.

**After evacuation, all employees are to rendezvous near the northeast entrance to the parking lot, as indicated on the attached map.**

Other Emergencies: For any other emergencies, building security will use the public address system to issue instruction or may call the Fire Safety Team Co-ordinator (M. Graham) if the emergency involves security.

Visible Fire: If you notice a fire, pull the fire alarm. The fire alarms are located outside the stairwell doors (2), and in Line Control. If the fire is small, you may try to extinguish it if you do not threaten your own safety. If the fire is beyond your control, ensure others in the area and the Fire Safety Team Co-ordinator are alerted and initiate evacuation procedures. **Ensure the last person vacating an office closes the office door to prevent the spread of fire and smoke.**

If you are not at your normal work station when the alarm is sounded, exit through the nearest exit. Close applicable doors behind you.

Visitors: All visitors must sign the visitor's registration log book before proceeding past reception. Long term visitors (i.e. auditors, contract drafting personnel, consultants, etc.) to TNPI's offices should receive an orientation tour to advise them of the fire safety plan, office evacuation procedures, safety equipment, first aid station, etc.

**SECURITY**

- (a) When a facility is left unattended, even for a short period, all elements that are normally locked, should be left securely locked.
- (b) When a facility is staffed, including offices, strangers entering should be greeted and asked their business. If it is legitimate, they should be helped, for example:
  - i) he/she has an appointment;
  - ii) phone check with a Trans-Northern person confirms an appointment;
  - iii) it is a Trans-Northern employee with valid picture I.D.;
  - iv) it is a Labour Canada Rep. who can be identified with a picture I.D.;
  - v) it is a police or fire representative, either in uniform or able to present I.D.

When an unauthorized/unwelcome visitor comes into the premises, the TNPI Employee will phone the Line Controller on a PRETEXT and mention that a visitor has unexpectedly walked in.

The Line Controller will log the call, and after five minutes, call the location back to ensure that the situation is under the control of the TN PI Employee. If the initial caller doesn't respond or sounds like he/she is in difficulty, the Line Controller will notify the local police, (phone number in Emergency Procedures section of the Operations Manual).

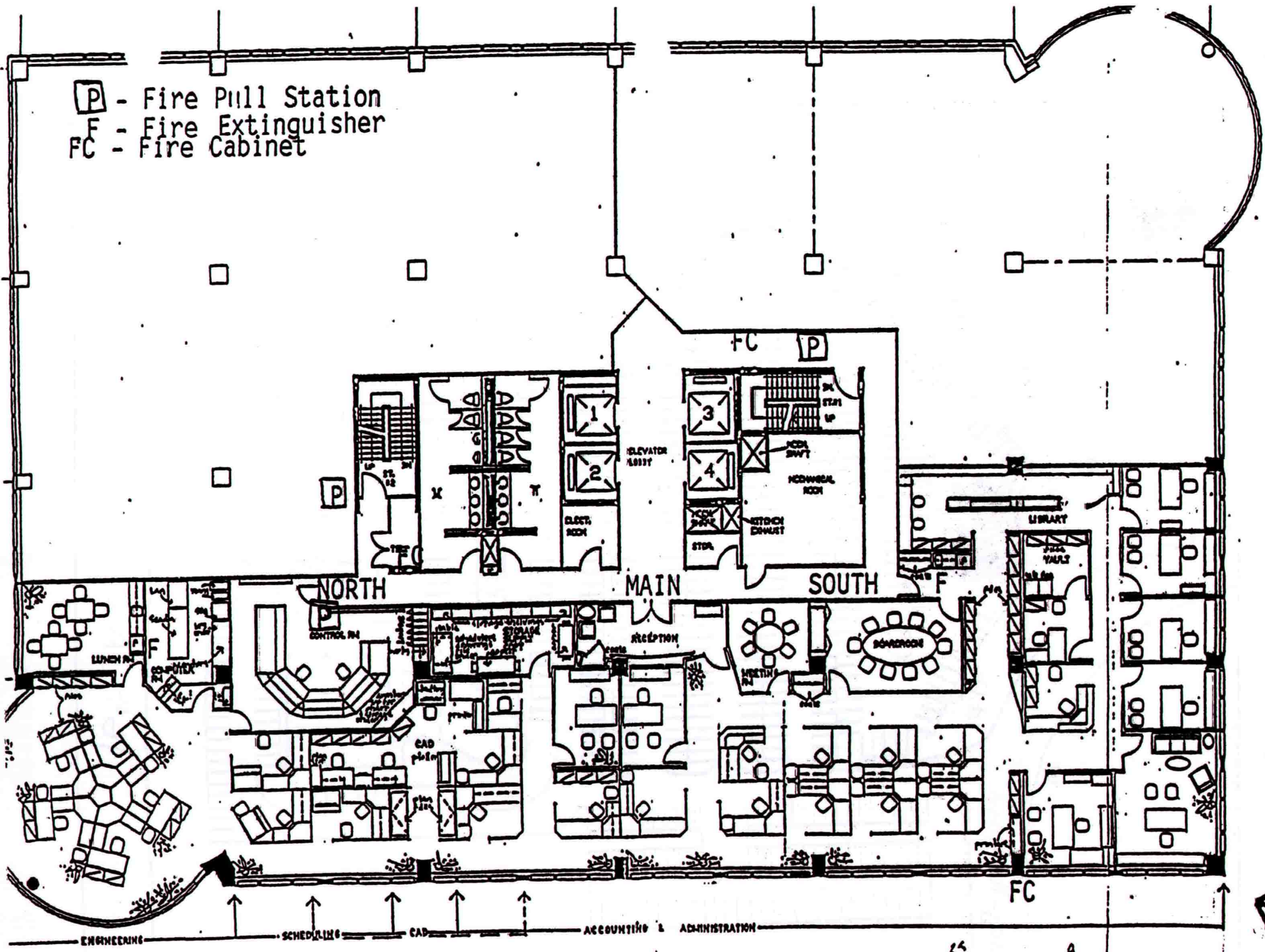
The Line Controller will then notify the relevant Person-On-Call who will go to the location immediately and advise the Line Controller of the situation.

Those without a legitimate reason for being at a facility should very politely asked to leave, and if necessary, escorted out the gate or door. Without seeming too paranoid, we want to limit access to our property to those people with legitimate purpose.

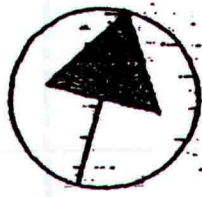
Our staff member on site is our security representative.

Employees are reminded that they are authorized to close and lock the gates/doors of a T.N. facility, with their vehicle inside, if necessary. **AN ADDITIONAL ESCAPE ROUTE MUST BE KEPT IN MIND WHEN THE DOORS/GATES ARE LOCKED.**

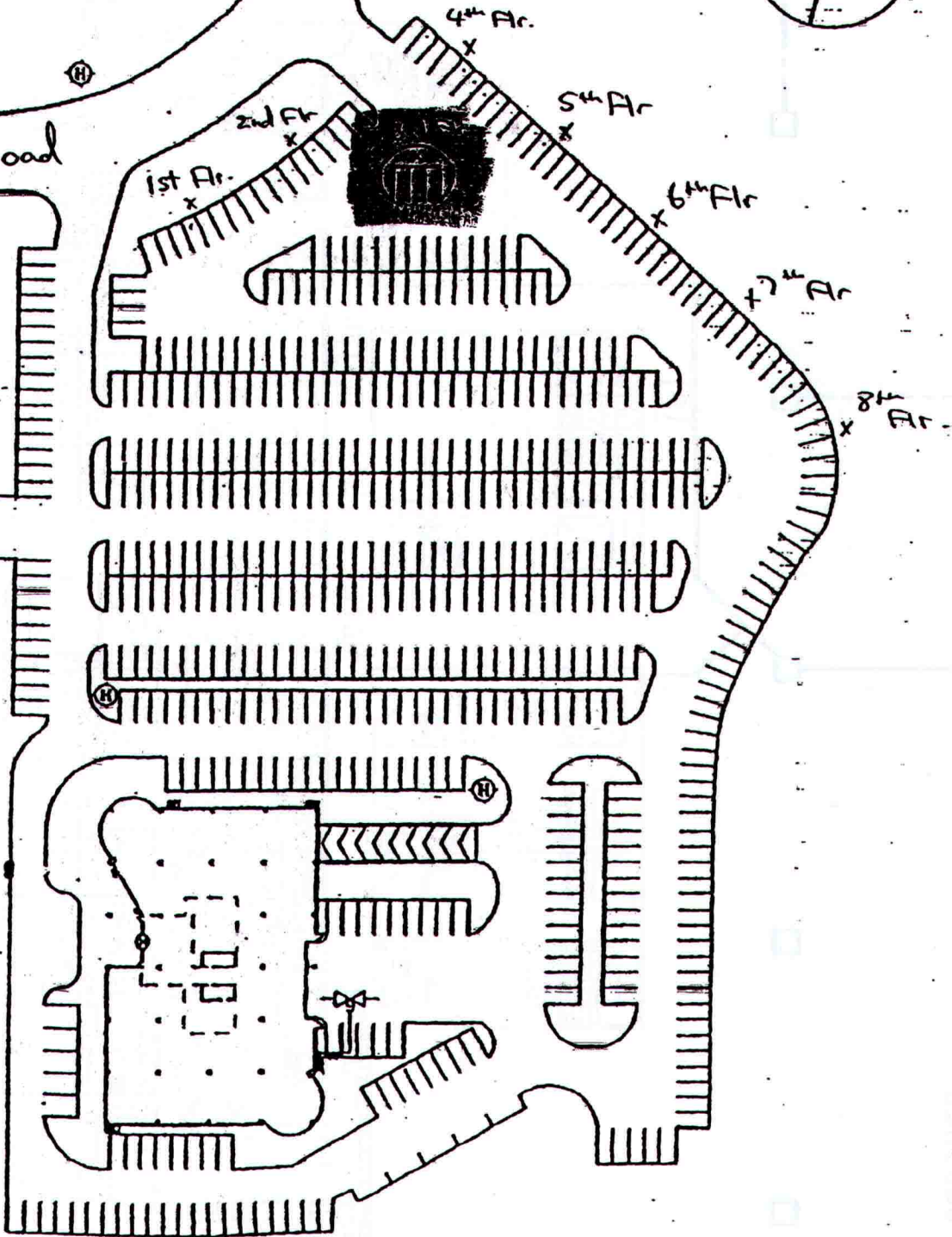
P - Fire Pull Station  
 F - Fire Extinguisher  
 FC - Fire Cabinet







Vogell Road



16th Ave.

## E V A C U A T I O N   P R O C E D U R E

In case of an emergency where evacuation is required, a meeting place away from the danger has been established to confirm that evacuation has taken place correctly and that all people are accounted for. Listed below are all Trans-Northern locations along with a meeting place equipped with a telephone for communication purposes.

---

**EMERGENCY LOCATION MEETING PLACE**


---

NK	Guard House - Esso Refinery
HA JUNCTION	1850 Burlington Street, Plastics & Allied Building, Materials Front Door
OA – OD	Guard House - Petro Canada Refinery
CL JUNCTION	Plaza - Located at Southdown Road & Truscott (S.E. Corner)
CL – CD	Guard House - Petro Canada Refinery
TA JUNCTION	Guard House - Molson Brewery
TA STATION	Shell Service Station (24 Hr. Service) Airport Road & Bresler
NT - NP	Fire Dept. Station - Keele - Just North of Finch (East Side)
CU JUNCTION	Plaza - Finch & Leslie - N.E. Corner
TR STATION	Leaver brothers - Guard House
BO STATION	Nearest neighbour - Meet at 4 corners south of the station. Nearest 24-hour telephone - Flying Dutchman Hotel located at Hwy. 401 and Liberty Street.
CA STATION	Nearest neighbour - Peter Bosos, North of station. Meet at Hydro sub-station & Shelter Valley Road. Nearest pay phone OLCO Service Station, Percy Street South (4.5 KM)
BR STATION	Nearest neighbour meet on road West of station. Nearest pay phone car pool parking Hwy. #30, South of Hwy. #401 (8.6 KM)
BV STATION	ESSO - meet at end of laneway nearest pay phone Cannifton store (2 KM)
DR STATION	Nearest neighbour North of Deseronto Road Nearest pay phone Marysville 4-way stop Hwy. #2 West under sign tavern (5.4 KM)

KS STATION Shipper company Shell or Petro-Canada. Meet at the end of the laneway. Nearest pay phone Petro-Canada Service Station South on Sydenham Road (1 KM)

KB STATION Nearest neighbour West of station at Block Valve. Nearest pay phone Joyceville Side Rd. & Hwy. #401 at the Husky Service Centre (5.3 KM)

Listed below are all Trans-Northern locations in Montreal System along with a meeting place equipped with a telephone for communication purposes.

---

**EMERGENCY LOCATION MEETING PLACE**

---

OT STATION	Telephone at Shell Service Station Merrivale and Hunt Club Road
MP STATION	MA Station
MA STATION	MP Station
FP STATION	Beckers - 1 Km East of Farran's Pt. Rd., Ingleside
CW STATION	Fifth Wheel Restaurant (McConnell Avenue)
PR Block	Telephone at Hwy. #16 and North Service Road
<hr/>	
MTB STATION	Ultramar Guard House and Entrance
MT STATION	Shell Guard House - Metropolitan Service Road Entrance
CM STATION	Petro-Canada Station, Highway 40
LN STATION	MacEwen Gas Bar @ 401 Interchange
DV STATION	CAFAS Terminal
MB STATION	Mirabel Airport Terminal, CAFAS
SRJ STATION	Corner of Ste. Rose Blvd. & 70 <sup>th</sup> Avenue

**LINE CONTROL EVACUATION PROCEDURE****FIRE ALARM**

The first consideration in an emergency situation is personal safety.

**i) Emergency During Normal Working Hours**

If the emergency occurs during working hours, the General Office Emergency Plan will come into effect. Although the plan for Oil Movements is separate and distinct, personnel in this department should familiarize themselves with the General Plan located on the Environment, Health and Safety Bulletin Board in the Lunchroom. Some sections of this document are pertinent and referenced herein.

**ii) Fire Evacuation - Schedulers/Senior Line Controller**

Follow the Fire Evacuation Plan for Head Office emergencies.

**Fire Safety Team**

Designated individuals shall clear the control room, scheduling area and computer room as listed in the section Fire Safety Team.

**Other Emergencies**

For any other emergencies, follow instructions in the General Office Emergency Plan.

**iii) Fire Evacuation - On-duty Line Controllers**

On-duty Line Controllers will follow the specific procedure as outlined below during any shift in which an emergency occurs.

Evacuate the situation quickly and calmly. Do not jeopardize your health by waiting too long to react.

The following guidelines should be followed if possible:

<u>Evacuation Plan</u>	<u>First Action</u>	<u>Second Action</u>
Smoke/Fire/Bomb Threat Alert	Follow Fire Alarm Procedure Posted on Lunchroom Bulletin Board and Contained Disaster Recovery Plan in the Line Control Reference Manual	Follow instructions contained Sections I - III of SCADA Control Room
Loss of SCADA Communication Through Building Power Loss Computer Failure	Follow Instructions in Sections I - IV of SCADA Control Rm Disaster Recovery Plan	

**Alarm**

1. Shutdown the pipeline as quickly as possible.
2. Collect/retrieve:
  - a) current scheduling charts;
  - b) current master schedules, and
  - c) current paper pipeline tapes (line fill).

Place documents in suitcase provided (contains folio with \$40 cash and Elmbank A12 key).

3. Advise on teletype that you are evacuating the building and that you are on route to Elmbank to resume operations.
4. Prepare to leave the building using the following procedure:

*CHECK THE DOOR - IF IT IS HOT, DON'T OPEN IT.*

- a) Call Fire Department.
- b) Moisten available material such as towels or clothing to seal doors and thus prevent smoke from entering the area.
- c) Get respirator and flashlight - go to window and signal with flash light.
- d) Don't panic. Remember that most of the building is fireproof. Smoke is the primary hazard.

*IF THE DOOR IS NOT HOT:*

- a) Take the respirator, flashlight, cellular phone and emergency suitcase with you. Check the hall for smoke and go to the fire exit located next to the men's washroom. If the stairwell contains smoke, try the other exit. Never use the elevators under any circumstances.
- b) Always go down the stairwell. Smoke rises.
- d) Line Control suitcase contains folio with \$40 and the Elmbank A12 key, which will permit travel and entry to Elmbank. Elmbank is located at 3355 Elmbank Road, just north of Dixon Road and airport entrance.
- e) Sign on t-type as soon as possible after arrival to alert others of your whereabouts.

**If a Fire Starts in TN's Office**

If the fire is small, attempt to put it out using a fire extinguisher.

Don't be a hero -- even if you accidentally started the fire.

- 1) Pull nearest fire alarm.
- 2) Depending on the size of the fire, there is a fire extinguisher right outside the entrance door to Line Control (on wall beside washroom). Use it only if you feel comfortable that you can extinguish the flames.
- 3) If you have time, shut down the pipelines and advise t/type. Once you are safe, if the pipeline is still operating hydraulically shut down the pipeline by phoning the refineries.

**THE NUMBER 1 RULE OF THUMB**

**YOU AND ONLY YOU CAN ASSESS THE SITUATION AND THE URGENCY. THE FIRST CONSIDERATION IN ANY EMERGENCY IS FOR YOUR PERSONAL SAFETY.**

Once the evacuation is complete, proceed to implement the "Scada Control Room Disaster Recover Plan", attached.

**Scada Control Room Disaster Recovery**

The control room staff, equipment and data are critical to operating the pipeline. While it is unlikely that the control room would be unavailable, maintaining operations is so important that a back-up control room has been established at Elmbank.

This control room needs to be started, made operational and switched into the communications and control network. Evacuation procedures for Head Office and starting operations from Elmbank can be broken down into four categories, detailed as follows:

**1. Staff Responsibilities**

## a) On-duty Line Controller:

Contact one of either the Oil Movements Supervisor or the Manager, Engineering and Oil Movements, to initiate response.

## b) Oil Movements Supervisor or Manager, Engineering and Oil Movements:

Must contact - President  
- Toronto System Technical Supervisor  
- SCADA person on call  
- Scheduler on call

Elmbank operations - reconstruct files and information to help establish normal operations.

IN THE ABSENCE OF THE MANAGER, THE OIL MOVEMENTS SUPERVISOR HAS FULL AUTHORITY.

## c) On Call Scheduler:

Assess lost time impact on schedules. Issue revisions once line is ready to re-start.

Rebuild schedules and pumping orders if necessary, from field copies of tabular schedule.

## d) SCADA Technical Representative:

Start up computer.  
Switch into operating circuits.  
Input data to restore operation.



e) Manager, Engineering and Oil Movements:

Must contact: President, and  
Manager, Field Services, who will contact:  
- Supervisors, Toronto and Montreal Systems

Provide overall co-ordination.

Have signatory power in the event that unforeseen services or equipment are needed.

Act as spokesperson.

**2. After Hours Shipper Telephone Numbers:**

Home telephone numbers for all shipping company contacts for after office hour problems can be obtained by contacting:

- (a) On-call Scheduler;
- (b) On-duty Line Controller(s); and
- (c) Oil Movements Supervisor.

Consolidated Toronto

John Muirhead

(905) 826-6148

Jules Molinari

(416) 745-9649

### **3. Telephone Communications**

On evacuation of headquarters, all incoming telephone communication will be unavailable including emergency calls on the 1-800 emergency number. To re-establish communication as quickly as possible, the procedure outlined below should be followed:

a) Responsibility:

The Area Supervisor or, in his absence, the Manager, Engineering and Oil Movements, will be responsible for ensuring that communication is re-established as quickly as possible.

b) Procedure:

If building damage is extensive or re-entry is not possible 2-hours after evacuation, Bell Canada should be contacted and instructed to establish a message at their central exchange as follows:

"The number you have called is temporarily out of service. Please call 905-678-2261".

If re-entry to the building is possible and communications can be re-established, arrangements should be made to have the control centre manned by field operations personnel for the purpose of answering phone calls until line control is also re-established at headquarters.

If due to a prolonged power outage, it is not possible to return to headquarters but communications remain available, arrangements should be made to provide a taped message on the answering machine indicating that line control can be reached at 905-678-2261. Similarly, a call collect message, as above, can be provided for the 1-800 emergency number.

**4. Information Retrieval and Transfer**

a) Computer Disk Packs:

Remove by:

- 1) ensuring power is ON. If not, the disk cannot be removed.
- 2) Locating the disk drive labelled "D Ready". If it is the lower, slide the drawer all the way out.
- 3) Sliding the catch on the lid and raising the lid until it is locked.
- 4) Placing the empty case you find, hollow side up.
- 5) Sliding the disk lock (centre of handle) to the left, raising the handle to the vertical position.
- 6) Removing the disk, putting it in the case and relocking the handle.

b) Paper pipeline.

c) Current master schedules for the Metro, East and Montreal Lines.

d) Current Train sheet.

e) Current scheduling charts (3) \* On Scheduler's desk.

g) Blue book.

h) Cab fare in folio\*\* (\$40.00).\*\* A folio marked "Line Control Evacuation Materials" located in the Line Control room.

### 13. Emergency Response Equipment and Repair Materials

#### a) Emergency Trailers and Inventory

Trans-Northern maintains five emergency response trailers, OSCAR Trailers, (Oil Spill Containment and Repair), to facilitate rapid mobilization of emergency equipment and repair materials to a spill scene and to contain equipment used for line cutouts. These trailers are located at:

<b>Elmbank</b>	<b>-OSCAR TNE-259</b> <b>-Mobile Command Centre TNE-213</b>
<b>Lancaster</b>	<b>-OSCAR TNE-258</b> <b>-Mobile Command Centre TNE-214</b>
<b>Kilbirnie</b>	<b>-OSCAR TNE-228</b>

Contents of each of the trailers are generally listed as follows. These lists also serve as inventory checklists and are to be checked each time the trailer(s) return from a response or line cutout. Upon completion of an inventory check of any trailer the door of the trailer is to be locked and sealed. In the event a seal is discovered broken, trailer inventory must be taken to ensure contents are up to standard.

#### b) Pipeline Repair Materials

Pipeline repair materials consist of devices designed to stop leaks and to enable the pipeline to resume operation following repairs. All such repairs are deemed to be temporary in nature until they are replaced with pretested piping. The following lists identify the location of repair materials at Elmbank and Lancaster, the minimum quantity to be retained in stock and the quantity on hand.

**Mobile Command Centre (Small Trailers EL/LN)**

**A. MANUALS & DOCUMENTS**

**SECTION IS APPROX. 25 LBS.**

- TRAILER REGISTRATION
- EMERGENCY PROCEDURES MANUAL
- PLMTM
- SITE SPECIFIC PLANS - SSW'S & SSU'S
- DANGEROUS GOODS GUIDE
- TRAILER INVENTORY
- GENERAL PRODUCTS MSDS'S
- MEDIA KITS (4)
- VISITORS' LOG
- LAC DES DEUX-MONTAGNES EMERGENCY PLAN (LD)

**B. PERSONAL PROTECTIVE EQUIPMENT**

**SECTION IS APPROX. 30 LBS.**

- 1 - SPLASH GOGGLES
- 2 - HARD HATS
- 1 - NITRILE GLOVES
- 4 - NOMEX COVERALLS
- 2 - DISPOSABLE COVERALLS
- 4 - REFLECTIVE VESTS
- 2 - RAIN SUITS
- 1 - SURVIVAL SUIT (FLOTATION)

**C. SAFETY EQUIPMENT**

**SECTION IS 284 LBS.**

2 - 10# ANSUL FIRE EXTINGUISHERS	110	LBS.
1 - FLASHLIGHT	3	LBS.
1 - GAS ALERT MAX	7	LBS.
1 - 1 REMOTE SAMPLER	1	LBS.
1 - BACK BOARD	27	LBS.
1 - 50# PAIL OF ANSUL POWDER	87	LBS.
2 - SPARE CARTRIDGES	6	LBS.
1 - JUMPER CABLES	5	LBS.
1 - GROUND ROD	12	LBS.
2 - PERSONAL FLOTATION DEVICES	5	LBS.
1 - WINDSOCK AND POLE	20	LBS.
1 - FIRST AID KIT	1	LB.
2 - WHISTLES	0	LBS.

**EMERGENCY**

**PROCEDURES**

**MANUAL**  
**Page 13-3**  
**SECTION IS 639 LBS.**

**D. SPILL CONTROL MATERIAL**

4 - BALES OF ABSORBENT PADS	116	LBS.
4 - BOOMS (YELLOW)	245	LBS.
4 - BAGS OF OCLANSORB	65	LBS.
1 - OVER PACK DRUM	37	LBS.
2 - 2 GALLON PAILS	8	LBS.
2 - SLOVELS	9	LBS.
1 - PITCH FORK	5	LBS.
1 - RAKE	3	LBS.
1 - DRUM PUMP AND 10' OF HOSE	10	LBS.
1 - 36" AXE	7	LBS.
1 - SWEDE SAW	2	LBS.
1 - RINGER WASHER	38	LBS.
10 - 7' T-BARS	70	LBS.
1 - T-BAR DRIVER	19	LBS.
1 - DRAIN PROTECTOR	5	LBS.

**E. LIGHTING & POWER**

**SECTION IS 224 LBS.**

1 - 3500 W GENERATOR - HONDA TNE 260	193	LBS.
2 - 50' EXT. CORDS	14	LBS.
2 - FLOODLIGHTS	15	LBS.
2 - HEATERS	2	LBS.

**F. TOOLS & SUPPLIES**

**SECTION IS 172 LBS.**

1 - PLASTIC GARBAGE PAIL FULL OF RAGS	10	LBS.
1 - GARBAGE BAGS	2	LBS.
2 - LITRES OF MOTOR OIL	5	LBS.
1 - PACKAGE OF PAPER TOWELS	2	LBS.
1 - LINESMAN PLIERS	1	LBS.
1 - VISE GRIPS	1	LBS.
1 - 24" PIPEWRENCH	12	LBS.
1 - 18" PIPEWRENCH	9	LBS.
1 - NEEDLE NOSE PLIERS	1	LBS.
1 - WRECKING BAR	18	LBS.
1 - 12" WATER PUMP PLIERS	1	LBS.
1 - 8" SLIP JOINT PLIERS	1	LBS.
1 - HOMELITE AIR BLOWER & HOSE	91	LBS.
1 - 36" CROW BAR	5	LBS.
1 - SNOW SHOVEL	5	LBS.

**TRANS-NORTHERN**

**PIPELINES**

**INC.**  
**2003-07-16**

**EMERGENCY**

**PROCEDURES**

1 - TARPAULIN 20' X 24'	2	LBS.
1 - CONTAINER OF HAND CLEANER	1	LBS.
1 - 5 GALLON GAS CAN EMPTY	5	LBS.
12 - WOODEN STAKES	5	LBS.

\*\*\*\*\*

M.C.C. TRAILER CONTENTS WEIGHT	=	1,379 LBS.
M.C.C. TRAILER EMPTY WEIGHT	=	<u>4,323 LBS.</u>
M.C.C. TRAILER TOTAL WEIGHT	=	5,702 LBS.

M.C.C. TRAILER MAXIMUM GROSS WEIGHT = 7,700 LBS.

**Oil Spill Containment and Recovery Trailers (Large Trailers EL/LN)**

**A. MANUALS & DOCUMENTS**

**SECTION IS 50 LBS.**

- TRAILER REGISTRATION
- TNPI POLICIES
- EMERGENCY PROCEDURES MANUALS
- PLMTM
- SAFETY WATCH MANUAL & FORMS
- DANGEROUS GOODS GUIDE
- CANADA LABOUR CODE
- Z662-99
- NEB-ON SHORE REGULATIONS
- SET LINE MAPS 1:30,000
- SYSTEM TELEPHONE LIST
- WSIB FORM 082
- FIRST AID REPORT BOOK
- REPAIR TAGS
- TRAILER INVENTORY
- PIPELINE CONTENTS MSDS'S
- MEDIA KITS (4)
- LAC DES DEUX-MONTAGNES EMERGENCY PLAN (LD)

**B. PERSONAL PROTECTIVE EQUIPMENT**

**SECTION IS 34 LBS.**

- 4 - SPLASH GOGGLES
- 4 - HARD HATS
- 4 - RAIN SUITS
- 4 - NITRILE GLOVES
- 4 - LEATHER GLOVES
- 4 - HARD HAT LINERS

**EMERGENCY**

**PROCEDURES**

- 4 - RESPIRATORS & CARTRIDGES
- 4 - REFLECTIVE VESTS
- 2 - SAFETY GLASSES
- 2 - DUST MASKS
- 1 - SURVIVAL SUIT (FLOTATION)
- 1 - SURVIVAL JACKET

**C. SAFETY EQUIPMENT**

2 - LITE TRACKERS	0	LBS.
1 - FIRST AID KIT	5	LBS.
2 - 50# ANSUL FIRE EXTINGUISHERS	110	LBS.
1 - 50# PAIL OF ANSUL	87	LBS.
2 - SPARE CARTRIDGES	6	LBS.
1 - FUNNEL	1	LBS.
1 - SET JUMPER CABLES	5	LBS.
2 - FLASHLIGHTS	5	LBS.
1 - 250' OF NYLON CORD 3/8"	2	LBS.
1 - GAS ALERT MAX	7	LBS.
1 - REMOTE SAMPLING KIT	1	LBS.
1 - 16' EXT. LADDER	16	LBS.
1 - SAFETY HARNESS	2	LBS.
2 - LIFE JACKETS	8	LBS.
2 - WHISTLES	0	LBS.

**SECTION IS 249 LBS.**

**D. SPILL CONTROL MATERIAL**

1 - ROLL OF ABSORBENT 36" X 100'	29	LBS.
2 - BALES OF ABSORBENT PADS	30	LBS.
4 - ABSORBENT BOOMS 40' X 8"	130	LBS.
4 - BAGS OF OCLANSORB	65	LBS.
1 - DRUM	37	LBS.
1 - 2 GALLON PAILS	4	LBS.
2 - WASH TUBS	30	LBS.
1 - STEEL BAR	18	LBS.
1 - PICK	9	LBS.
2 - SHOVELS	9	LBS.
2 - GRAY TARPS	5	LBS.
1 - ROLL OF PLASTIC	5	LBS.
1 - PORTA-TANK	153	LBS.
1 - DRAIN PROTECTOR	5	LBS.

**SECTION IS 529 LBS.**



**EMERGENCY**

**PROCEDURES**

**MANUAL**

**Page 13-6**

**SECTION IS 243 LBS.**

**E. LIGHTING & POWER**

1 - 4000 W GENERATOR - HOMELITE TNE 88	193	LBS.
1 - GROUND ROD	12	LBS.
2 - EXPLOSION PROOF LIGHTS	18	LBS.
2 - LIGHT STANDS	-----	
2 - 25' EXT. CORDS	14	LBS.
1 - TRAILER CORD	6	LBS.

**F. PUMPING EQUIPMENT**

**SECTION IS 571 LBS.**

1 - 2" SANDPIPER AIR PUMP	123	LBS.
2 - 2" RIGID SUCTION HOSE	42	LBS.
1 - 3" WATER PUMP	155	LBS.
1 - 2" WATER PUMP	93	LBS.
1 - 300' OF LAY FLAT HOSE	51	LBS.
1 - SET OF 2" & 3" HOSE FITTINGS	86	LBS.
1 - SINGLE HORN SNORKEL	20	LBS.
1 - ELBOW PIPE CONNECTOR	1	LBS.

**G. PIPELINE REPAIR EQUIPMENT**

**SECTION IS 80 LBS.**

1 - 8" SMITH LEAK CLAMP	5	LBS.
1 - 10" SMITH LEAK CLAMP	5	LBS.
1 - 16" SMITH LEAK CLAMP	8	LBS.
1 - 20" SMITH LEAK CLAMP	10	LBS.
1 - PIPE HACKSAW	9	LBS.
1 - 4' NYLON SLING	1	LBS.
1 - HOISTING CHAIN	22	LBS.
2 - ROLLS OF TEFLON TAPE	-----	
1 - BOX OF FITTINGS, NIPPLES, PLUGS BUSHINGS ETC...	20	LBS.

**H. TOOLS & SUPPLIES**

**SECTION IS 85 LBS.**

1 - GARBAGE PAIL FULL OF RAGS	10	LBS.
1 - PACKAGE GARBAGE BAGS	2	LBS.
1 - PACKAGE PAPER TOWELS	2	LBS.
2 - LITRES OF MOTOR OIL	5	LBS.
1 - SIDE CUTTER PLIERS	1	LBS.
1 - SET OF SCREW DRIVERS	2	LBS.
1 - 8" ADJUSTABLE WRENCH	2	LBS.

**EMERGENCY**

**PROCEDURES**

1 - CLAW HAMMER	1	LBS.
1 - ROLL OF WIRE	1	LBS.
1 - CHAIR	5	LBS.
6 - BEST LOCKS	5	LBS.
1 - ASSORTED SMALL TOOL BOX	3	LBS.
1 - 5" PIPE VISE	24	LBS.
1 - PITCH FORK	5	LBS.
1 - 36" AXE	7	LBS.
1 - COFFEE MAKER & ACCESSORIES	5	LBS.
1 - EMPTY 5 GALLON GAS CAN	5	LBS.

**I. SIGNS & TRAFFIC CONTROL**

**SECTION IS 146 LBS.**

2 - ROLLS OF SNOW FENCE	37	LBS.
10 - 7' T-BARS	70	LBS.
1 - T-BAR DRIVER	19	LBS.
4 - 12" TRAFFIC CONES	17	LBS.
6 - 20 MIN. ROADWAY FLARES	3	LBS.
12 - WOODEN STAKES	5	LBS.

\*\*\*\*\*

O.S.C.A.R. TRAILER CONTENTS WEIGHT	=	1,992 LBS.
O.S.C.A.R. TRAILER EMPTY WEIGHT	=	<u>5,038 LBS.</u>
O.S.C.A.R. TRAILER TOTAL WEIGHT	=	7,030 LBS.

O.S.C.A.R. TRAILER MAXIMUM GROSS WEIGHT            7,700 LBS.

**Emergency Supply Cabinet (Warehouse Cabinet - EL Only)**

2 - 10" BONDING CLAMPS	10	LBS.
2 - 16" BONDING CLAMPS	10	LBS.
2 - 20" BONDING CLAMPS	10	LBS.
1 - SET BONDING CABLES	87	LBS.
1 - 1 HORN SNORKEL	20	LBS.
1 - 2 HORN SNORKEL	45	LBS.
1 - MANTARAY	34	LBS.
1 - 3" MUD HEN	150	LBS.
1 - 10" COLD CUTTERS	44	LBS.
1 - 16" COLD CUTTERS	66	LBS.
1 - 20" COLD CUTTERS	85	LBS.
2 - 2" ORBIT VALVE	93	LBS.

**EMERGENCY**

**PROCEDURES**

1 - AIR POWERED TAPPING MACHINE	90	LBS.
1 - TAPPING MACHINE	55	LBS.
2 - 25' COMPRESSOR HOSE	52	LBS.
1 - R.O.W. KIT	50	LBS.

**SMALL WARES KIT (INCLUDING).....INSIGNIFICANT WEIGHTS**

- 1 DISPOSABLE CAMERA
- D CELL BATTERIES
- C CELL BATTERIES
- 1 - 6 VOLT BATTERIES
- SPARE FLASHLIGHT BULBS
- SPARE SPARK PLUGS
- 10 COMPRESSOR HOSE WASHERS
- 10 - 2" HOSE WASHERS

**MISCELLANEOUS SAFETY ITEMS.....INSIGNIFICANT WEIGHTS**

- 1 - SAFETY HARNESS
- 3 - PAIRS OF DISPOSABLE COVERALLS
- 1 - BAG EARPLUGS
- 4 - PAIRS OF SAFETY GOGGLES
- 2 - RESPIRATORS
- 6 - BOXES OF RESPIRATOR CARTRIDGES
- 2 - BOXES OF DUST MASKS
- 3 - ROAD FLARES
- 3 - PAIRS OF NITRILE GLOVES
- 3 - PAIRS OF LINESMAN'S GLOVES
- 1 - SCOTT SNIFFER
- 3 - LIFE JACKETS
- 6 - PAIRS OF RUBBER BOOTS
- 3 - LENGTHS OF NYLON ROPE
- 1 - M-SCOPE
- 2 - 15' LENGTHS OF GROUNDING WIRE

**Oil Spill Containment and Recovery Trailer (TNE-214 Based at KB)**

**A. MANUALS & DOCUMENTS**

TRAILER REGISTRATION  
EMERGENCY PROCEDURES MANUALS  
PLMTM  
SAFETY WATCH MANUAL & FORMS  
DANGEROUS GOODS GUIDE  
CANADA LABOUR CODE  
CSA Z662-94 (IN PLMTM)  
NEB-ON SHORE REGULATIONS  
SET LINE MAPS 1:30,000  
SYSTEM TELEPHONE LIST  
WSIB FORM 082  
FIRST AID REPORT BOOK  
REPAIR TAGS  
TRAILER INVENTORY  
MSDS SHEETS

**B. PERSONAL PROTECTIVE EQUIPMENT**

1 - SPLASH GOGGLES  
2 - HARD HATS  
1 - RAIN GEAR  
1 - NITRILE GLOVES  
1 - WINTER LEATHER GLOVES  
1 - SUMMER LEATHER GLOVES  
6 - FLARES  
2 - RED FLAGS  
2 - REFLECTIVE VESTS  
4 - NOMEX COVERALLS  
2 - PAIR HIP WADERS  
1 - WHISTLE  
1 - SURVIVAL JACKET

**C. SAFETY EQUIPMENT**

1 - FIRST AID KIT  
1 - 10# ANSUL FIRE EXTINGUISHER  
1 - FLASHLIGHT  
1 - ROLL OF BARRICADE TAPE  
1 - AIR MONITOR (GX82)  
2 - LIFE JACKETS

**D. SPILL CONTROL MATERIAL**

- 4 - BALES OF ABSORBENT PADS
- 4 - ABSORBENT BOOMS
- 4 - BAGS OF OCLANSORB
- 1 - OVERPACK
- 2 - GALVANIZED PAILS
- 2 - SHOVELS
- 1 - PITCH FORK
- 1 - RAKE
- 1 - GALVANIZED TUB

**E. LIGHTING & POWER**

- 1 - 1500 W GENERATOR
- 1 - GROUND ROD
- 2 - LIGHTS WITH STANDS
- 1 - ELECTRIC HEATER
- 2 - 50 FT. EXTENSION CORDS

**F. SIGNS & TRAFFIC CONTROL**

- 6 - TRAFFIC CONES

**G. TOOLS & SUPPLIES**

- 1 - PLASTIC GARBAGE PAIL
- 1 - PACKAGE PLASTIC GARBAGE BAGS
- 1 - PACKAGE PAPER TOWELS
- 1 - SNOW SHOVEL
- HAND CLEANER
- 1 - 5-GALLON GASOLINE CONTAINER (EMPTY)
- 2 - QUARTS OF MOTOR OIL
- 1 - LINESMAN PLIERS
- 1 - SIDE CUTTER PLIERS
- 1 - NEEDLE NOSE PLIERS
- 1 - WRECKING BAR
- 1 - VISE GRIP PLIERS
- 1 - 1/4" PIPE WRENCH
- 1 - 1/8" PIPE WRENCH
- 1 - SET OF SCREW DRIVERS

**EMERGENCY**

**PROCEDURES**

- 1 - 8" ADJUSTABLE WRENCH
- 1 - 12" WATER PUMP PLIERS
- 1 - 8" SLIP JOINT PLIERS
- HAMMER
- ROLL OF WIRE
- CHAIR
- 1 - GASTECH GXT-1724
- 1 - GASTECH CALIBRATION KIT

Pipeline Repair Materials/Elmbank

<u>ITEM</u>	<u>MINIMUM QUANTITY</u>
<b>Smith Leak Clamps</b>	
8"	1
10"	1
16"	1
20"	1
<b>Split Repair Clamps (Dresser Clamp)</b>	
8"	1
10"	1
<b>Plidco Split Sleeve</b>	
8"	1
10"	1
16"	1
20"	1
<b>Dresser Style 220 (Pumpkin)</b>	
8"	2
10"	2
16"	2
20"	2
<b>Weld Plus Ends</b>	
10"	2
16"	2
20"	2
<b>Full Encirclement Sleeves</b>	
8"	5'
10"	10'
16"	5'
20"	5'
<b>Pretested Pipe</b>	
8" x .322", Gr.B	26m
10" x .307", Gr.46	26m
16" x .281", Gr.52	26m
20" x .344", Gr.56	26m

Pipeline Repair Materials/Lancaster

<u>ITEM</u>	<u>MINIMUM QUANTITY</u>
<b>Smith Leak Clamps</b>	
10"	1
12"	1
16"	1
<b>Split Repair Clamps (Dresser Style 93)</b>	
8"	0
10"	1
12"	1
16"	1
<b>Dresser Style 75</b>	
8"	0
10"	0
12"	0
<b>Dresser Style 79 B</b>	
10" (4 Bolt)	1
10" (2 Bolt)	1
<b>Plidco Split Sleeve</b>	
10"	1
<b>Dresser Style 220 (Pumpkin)</b>	
10"	2
12"	1
16"	1
<b>Weld Plus Ends</b>	
8"	2
10"	2
12"	2
16"	2





**Main Line Block Valves**

The main line block valve numbering system is such that numbers relate to the specific alignment sheet on which the valve is shown. The number contains two parts, as follows:

- (a) Alignment sheet number (e.g. MP-10).
- (b) Mile Post or Kilometre Post (e.g. 46.5) at which the valve is located.

This numbering system allows for the addition or removal of valves at any point in the system without disrupting the number sequence.

**NOTE: THIS LIST COVERS MAINLINE VALVES NOT ASSOCIATED WITH STATIONS. STATION DRAWINGS MUST BE CONSULTED TO DETERMINE WHICH REMOTE AND HAND OPERATED VALVES ARE ON THE MAINLINE.**

It is advisable to partly close and then reopen valves to ensure ease of operation at the time inspection is carried out. All inspections are to be reported to and recorded by Technical Services.

**Main Line Valve Listing**

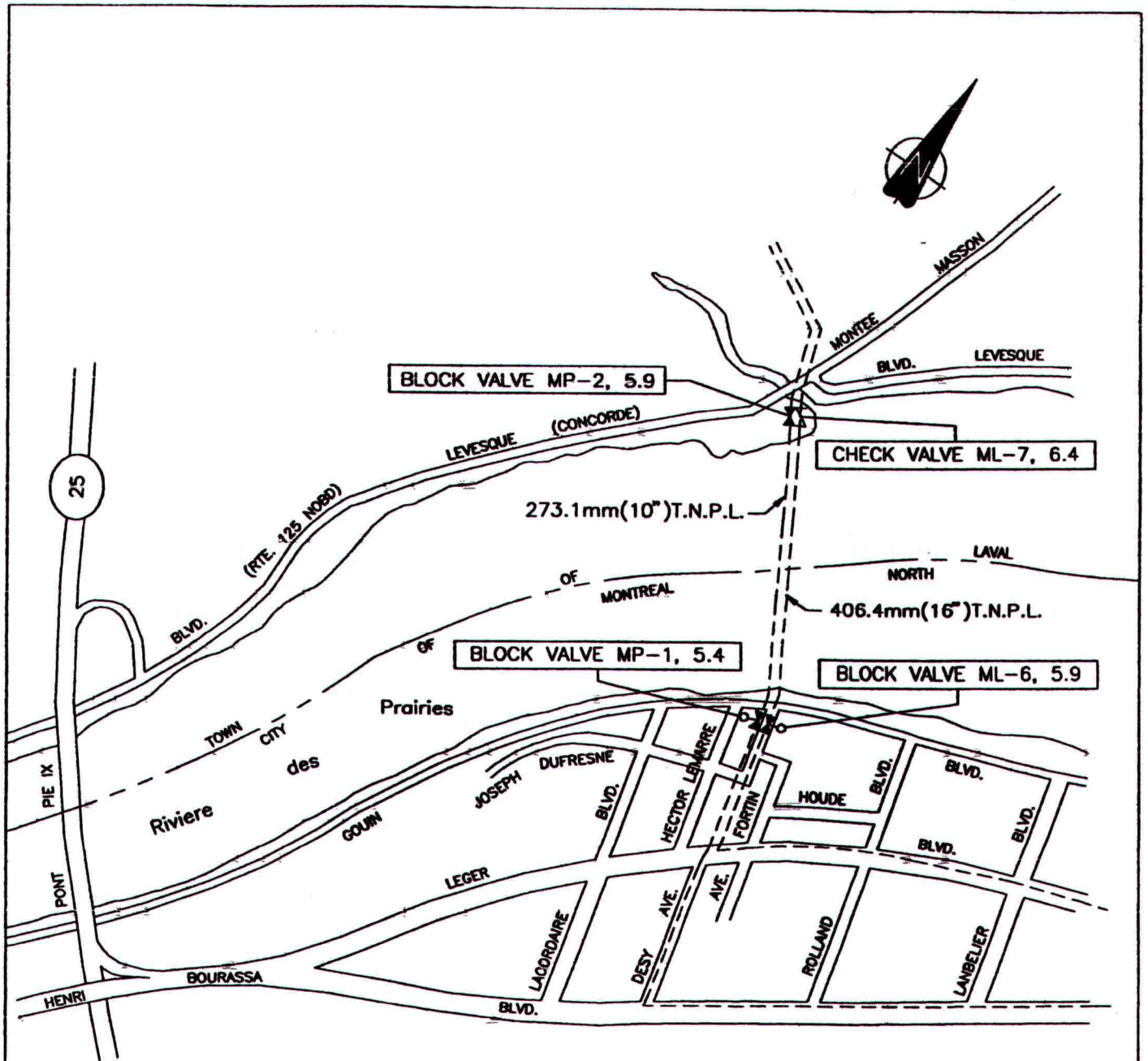
<u>Valve Location</u>	<u>Number</u>	<u>Comment</u>
MT Jet Fuel System:		
Riviere des Prairies East	MP-1-5.4	Remote Valve
Riviere des Prairies West	MP-2-5.9	Manual Valve
Riviere des Prairies South	DL-3-5.7	Manual Valve
Riviere des Prairies North	DL-4-6.9	Manual Valve
Riviere des Milles Isles West	MB-1-0.4	Check Valve
Charles Road (Mirabel)	MB-5-9.6	Manual Valve
Main Line (273.1 mm):		
Riviere des Prairies East	ML-6-5.9	Remote Valve
Riviere des Prairies West	ML-7-6.4	Check Valve
Riviere des Mille Isles East	MP-4-15.5	Remote Valve
Riviere des Mille Isles West	MP-4-15.9	Remote Valve
Riviere des Chenes	MP-5-20.2	Remote Valve
Lake of Two Mountains East	MP-6-29.6	Remote Valve
St. Polycarpe	MP-10-46.4	Manual Valve
Raisin River East	MP-13-63.5	Manual Valve
Raisin River West	MP-13-64.4	Remote Valve

Main Line Valve Listing (Cont'd)

<u>Valve Location</u>	<u>Number</u>	<u>Comment</u>
Flagg Creek West	MP-21-103.8	Manual Valve
Prescott	MP-24-119.2	Remote Valve
Brockville East	MP-26-132.6	Remote Valve
Devil's Door Road	MP-29-142.7	Manual Valve
Gananoque River East	MP-32-162.0	Check Valve
Gananoque River West	MP-33-162.5	Manual Valve
Catarauqui River East	MP-35-176.5	Check Valve
Catarauqui River West	MP-35-177.9	Manual Valve
Millhaven Creek (Wing Road)	MP-39-193.7	Manual Valve
Napanee River East	MP-41-204.9	Check Valve
Napanee River West	MP-41-205.1	Remote Valve
Salmon River East	MP-43-216.4	Manual Valve
Salmon River West	MP-43-216.5	Manual Valve
Moira River West	MP-45-226.3	Manual Valve
Trent River East	MP-47-236.7	Check Valve
Trent River West	MP-47-236.8	Remote Valve
Hwy. 28 (Ganaraska River East)	MP-54-274.3	Check Valve
Hawkins Road (Ganaraska River West)	MP-54-275.6	Remote Valve
Wilson Road (Oshawa East)	MP-59-303.1	Check Valve
Oshawa Creek West	MP-60-305	Remote Valve
Taunton Road (Duffins Creek East)	MP-62-316.7	Check Valve
Rouge River	MP-63-323.7	Remote Valve
Luton Gate (Don River)	MP-65-332.3	Remote Valve
Bathurst Street (Don River)	MP-66-335.6	Check Valve
Weston Road (Humber River)	MP-67-341.0	Check Valve
Albion Road (Humber River West)	MP-67-342.6	Remote Valve
Benway Block Valve	MP-68-343.5	Manual Valve
401/27 Tunnel	MP-68-347.5	Manual Valve
Cooksville Jct.	MP-69-351.2	Manual Valve
Cooksville Jct. 20"	LA-14-351.3	Remote Valve
Credit River East	MP-70-356.9	Check Valve
P.C.B. (Credit River)	MP-70-357.6	Remote Valve
Oakville Creek East	MP-71-365.2	Remote Valve
Bronte Creek	MP-72-369.2	Remote Valve
Burlington Beach North	MP-74-377.3	Check Valve
Burlington Beach South	MP-74-378.2	Remote Valve

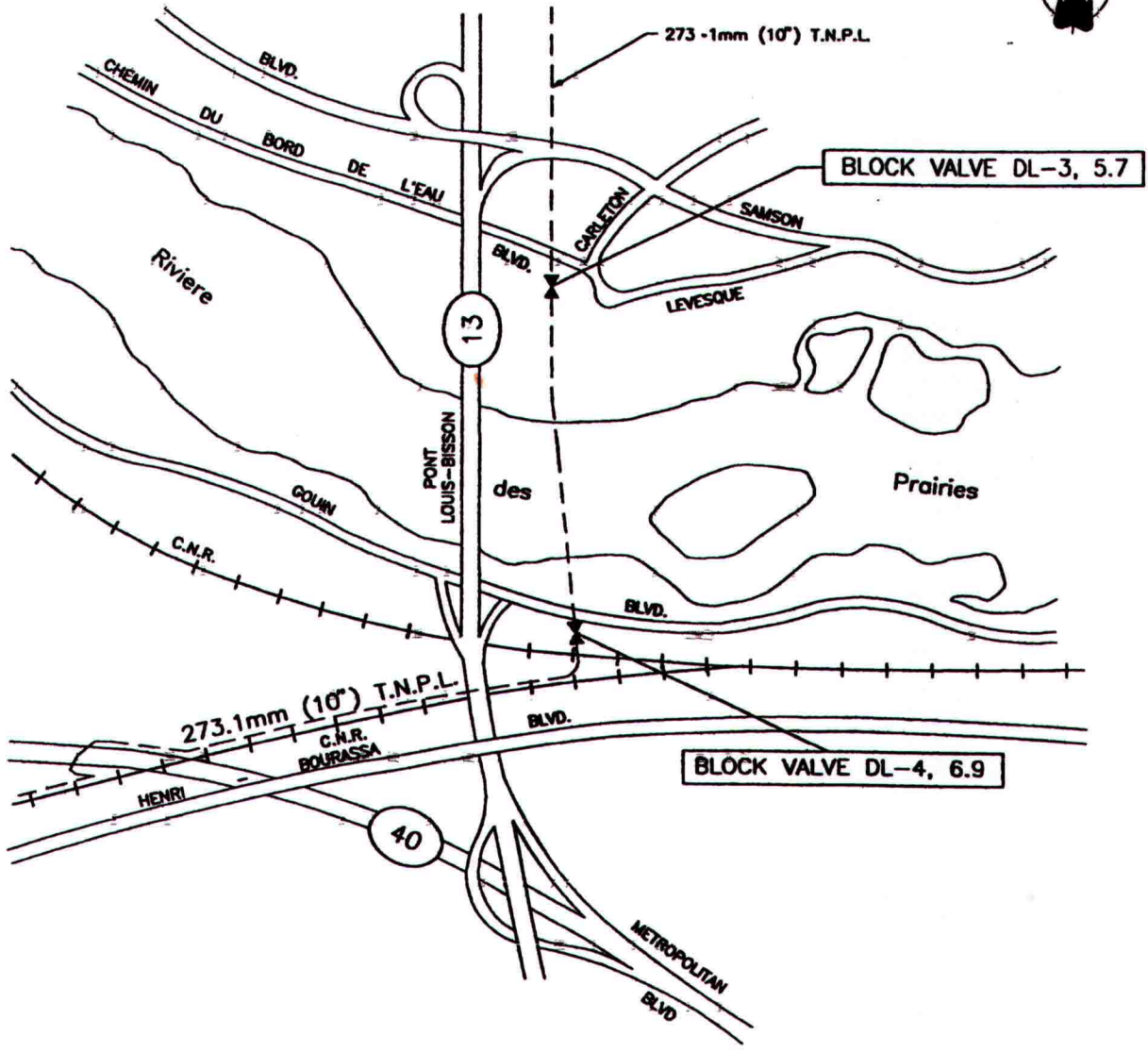
Main Line Valve Listing (Cont'd)

<u>Valve Location</u>	<u>Number</u>	<u>Comment</u>
Ottawa Lateral (323.9 mm):		
Gallinger	OL-4-6.4	Manual Valve
South Nations River South	OL-7-12.9	Manual Valve
South Nations River North	OL-7-13.5	Check Valve
Morewood Road	OL-9-19.8	Remote Valve
West of Grey's Creek Road	OL-14, 29.9	Manual Valve
Rideau River South	OL-19-40.4	Remote Valve
Rideau River North	OL-19.40.6	Check Valve
Don Valley Lateral (273.1 mm):		
Eglinton Avenue East	TL-8-9.2	Remote Valve
Pottery Road	TL-11-13.8	Remote Valve
CLJ-TAJ 508 mm Loop:		
P.C.B. (Credit River)	LA-3-2.3	Remote Valve
Credit River West	LA-4-2.8	Manual Valve
Credit River East	LA-4-3.0	Check Valve
Cooksville Jct.	LA-14-8.6	Remote Valve
Etobicoke Creek West	LA-15-10.5	Manual Valve
Etobicoke Creek East	LA-16-10.9	Check Valve
401/27 Tunnel West	LA-18-12.7	Manual Valve
OA-CLJ 406.4 mm Loop:		
Bronte Creek East	OK-1-1.2	Check Valve
Oakville Creek East	OK-7-8.0	Check Valve
Nanticoke Line (406.4 mm):		
Boston Creek South	NK-16-14.9	Manual Valve
Boston Creek North	NK-16-15.3	Check Valve
Grand River South	NK-20-19.2	Remote Valve
Grand River North	NK-21-19.6	Check Valve
Binbrook Reservoir South	NK-26-23.9	Manual Valve
Binbrook Reservoir North	NK-26-24.2	Check Valve
Mud Street	NK-34-31.8	Remote Valve
Red Hill Creek	NK-35-33.2	Remote Valve
Roxborough Avenue	NK-40-35.2	Remote Valve



273.1mm MAINLINE AND  
STE. ROSE 406.4mm LOOP  
RIVIERE DES PRAIRIES

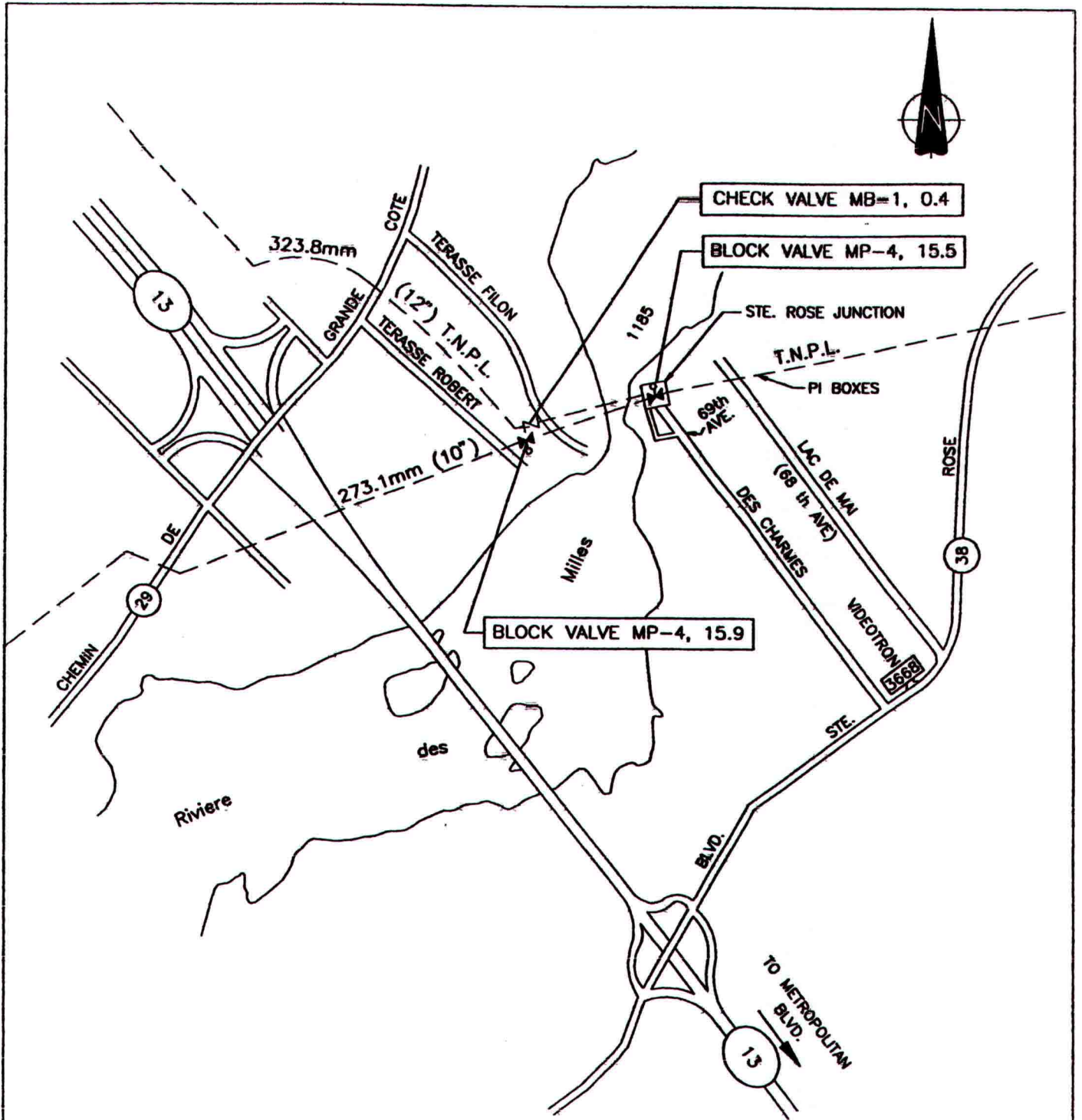
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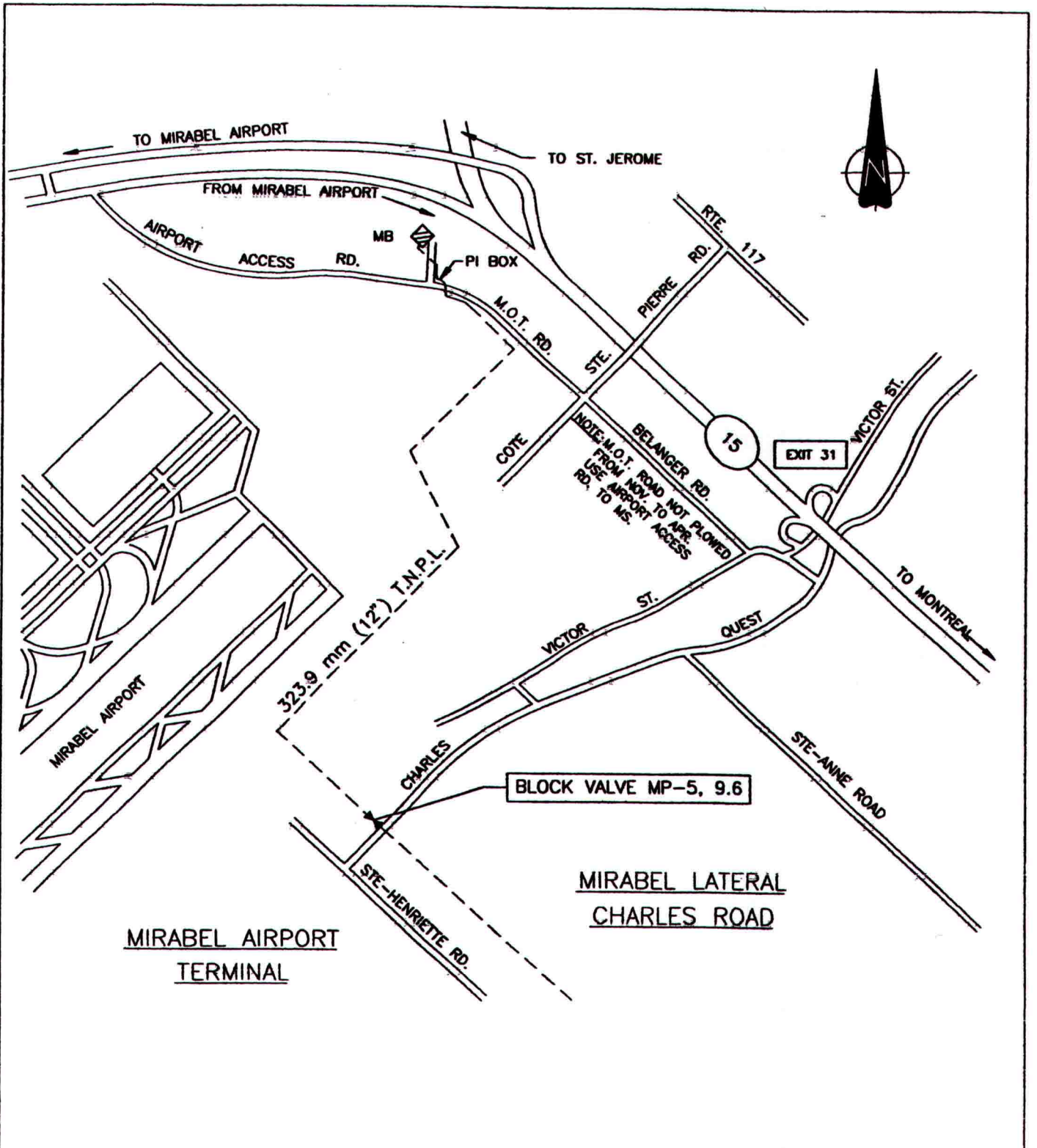
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273.1mm MAINLINE AND  
323.8mm MIRABEL LATERAL  
RIVIERE DES MILLES ILES

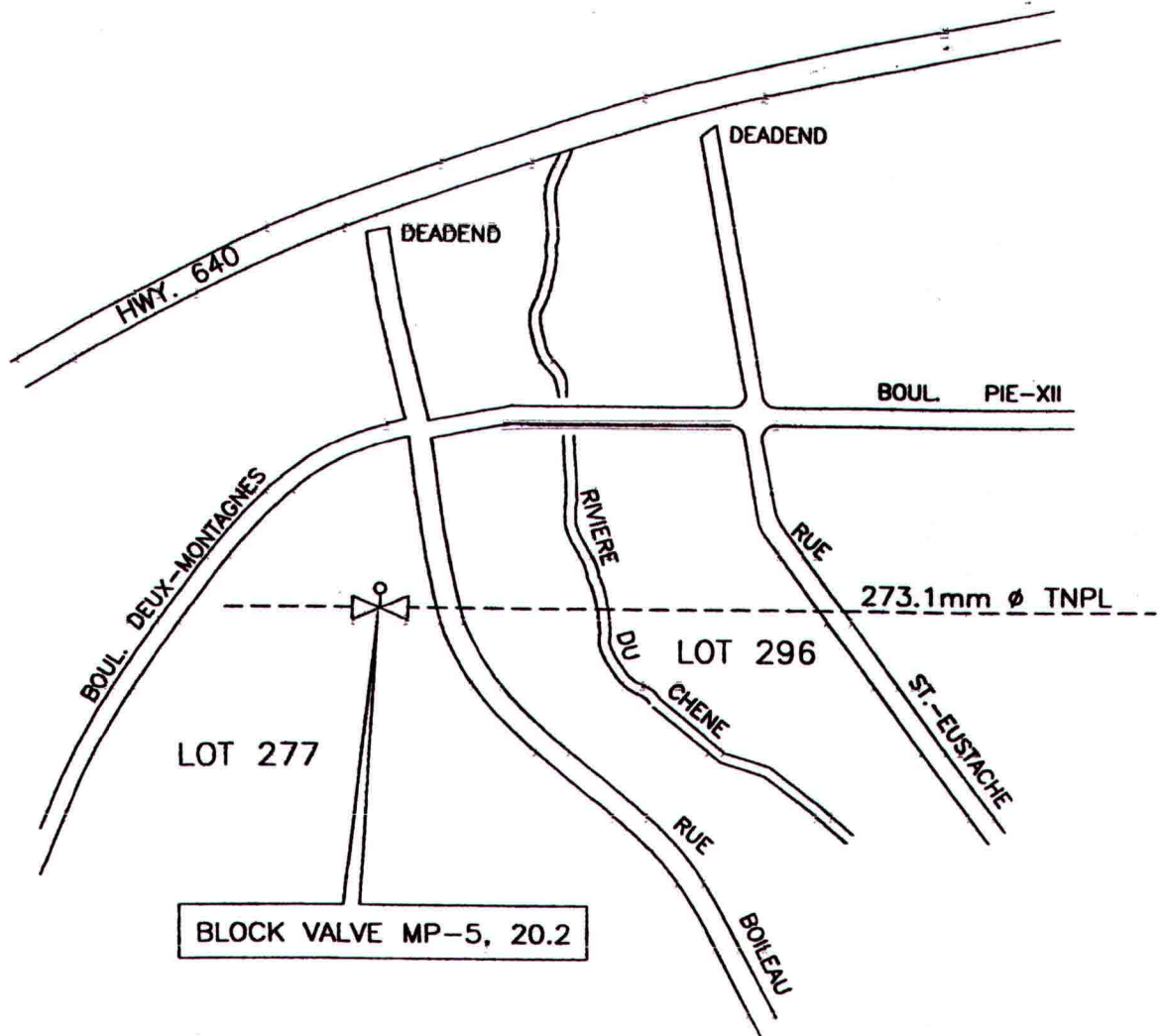
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MIRABEL BLOCK VALVE

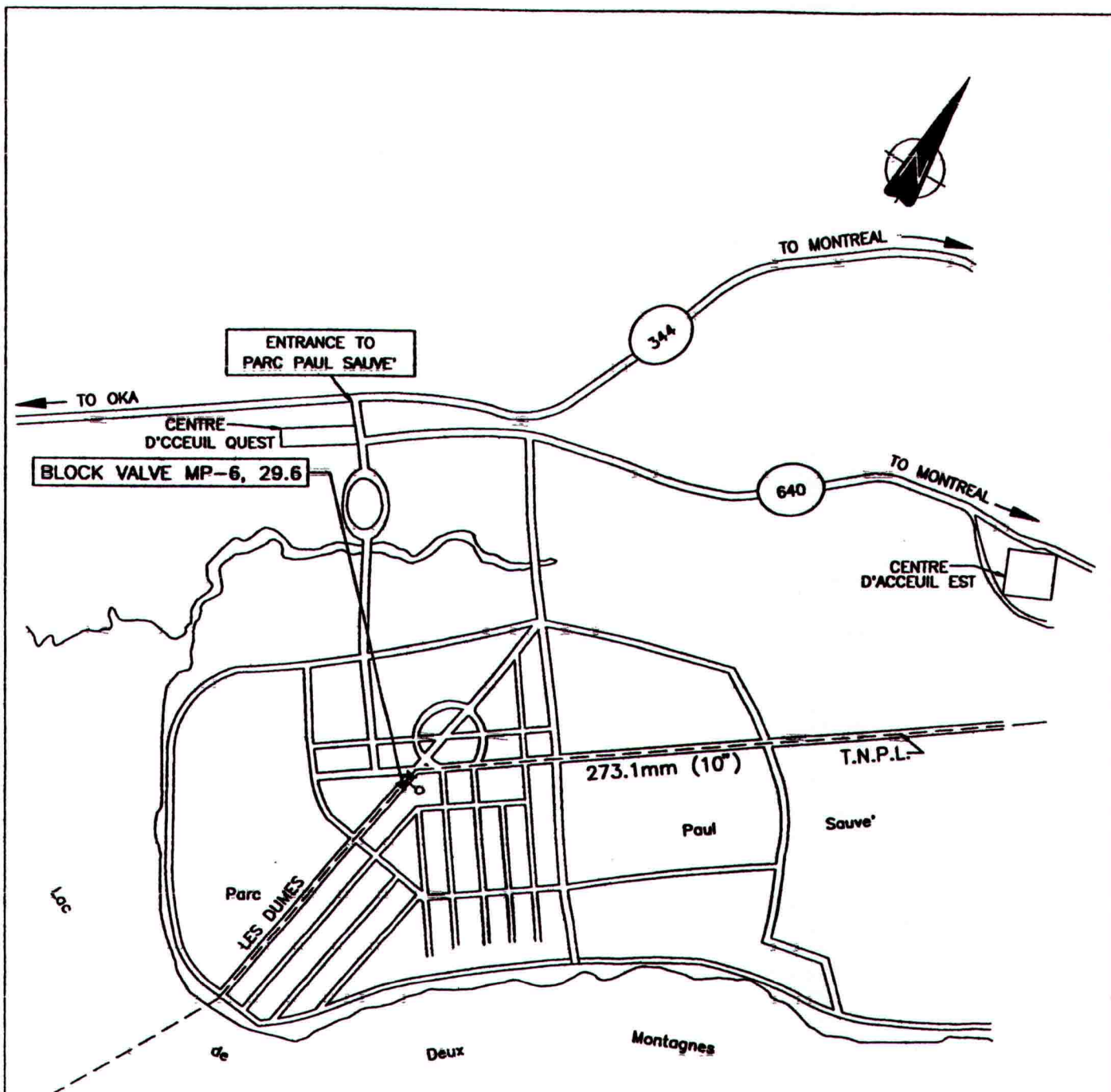
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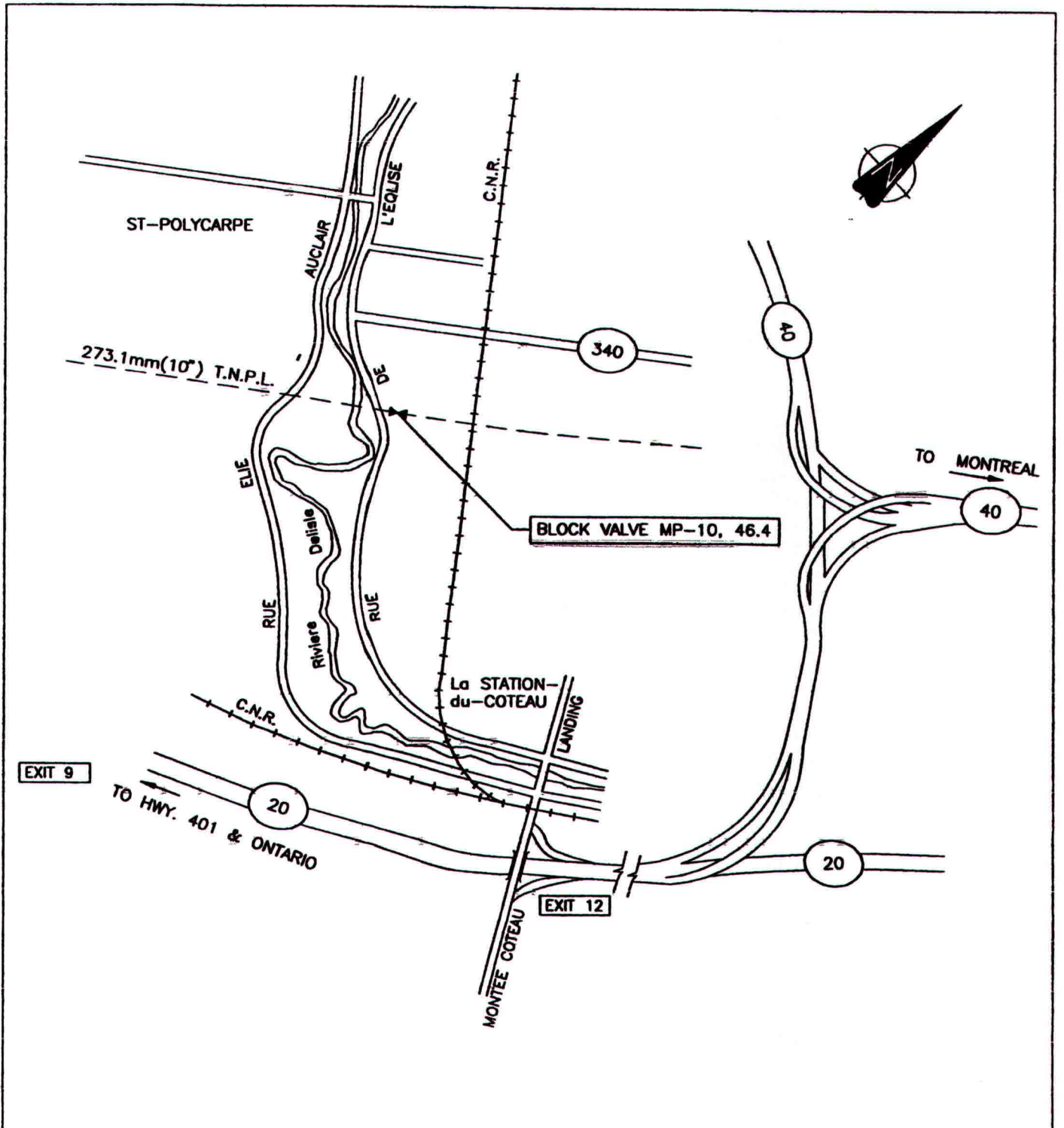
ST-EUSTACHE  
RIVIERE DU CHENE  
BLOCK VALVE

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273.1mm MAINLINE  
LAKE OF TWO MOUNTAINS EAST

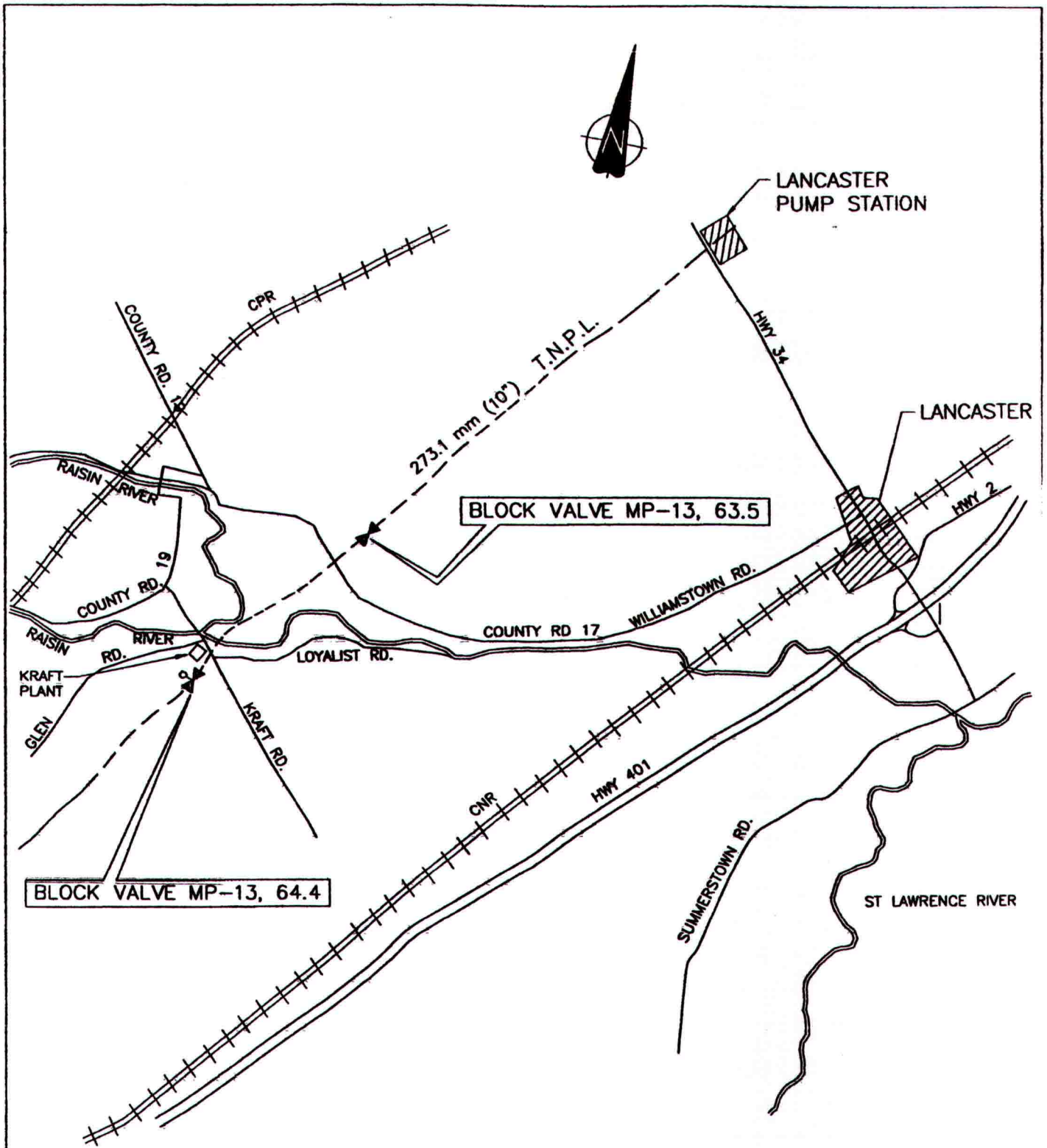
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273.1mm MAINLINE  
ST. POLYCARPE BLOCK VALVE

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no.	date	initials	scale: N.T.S.		
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			checked:		
			approved:		
			dwg. no. POLYCARPE	sheet 1 of 1	rev. 0





RAISIN RIVER EAST &  
RAISIN RIVER WEST

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no.	date	initials	scale: N.T.S.		
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