



# Trans-Northern

## Trans-Northern Pipelines, Inc. Emergency Response Plan

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Trans-Northern Pipelines, Inc.



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Company Responsible Party Contact



Internal Only

Redacted personal information as per MO-006-2016 a. i. and  
Redacted security risk, as per MO-006-2016 a.ii.



## Emergency Response Plan

Doc. No.: 07386  
Revision No.: 16  
Revision Date: Mar 2024

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***If there is an imminent threat of fire, explosion or threat to public safety immediately notify municipal emergency services.***

### **Call 9-1-1**

If not near the scene of the emergency report the incident via the identified non-emergency number.

Refer to ***Appendix E (Quebec), F (Ontario) & G (Alberta) – Resources and Regional Contacts (Emergency Numbers)***



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## Emergency Response Plan

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### Distribution List:

This **Emergency Response Plan** distribution list is available by contacting TNPI Regulatory and External Affairs at: [info@tnpi.ca](mailto:info@tnpi.ca)



## 1 Navigation and Summary

This plan contains resources and details which may be required during an emergency. A general outline of the plan Sections is found below:

### **Section 1 Navigation and Summary**

An Executive Summary of the plan.

### **Section 2 Introduction**

An explanation of the plan rationale including the methodology behind all aspects of the plan's development. A listing of the relevant legislation TNPI has identified within the scope of the plan.

### **Section 3 Trans-Northern Pipeline Facilities**

A summary of TNPI operation and administrative facilities across its pipeline network.

### **Section 4 Trans-Northern Pipeline Products**

A summary of the products and their characteristics which the TNPI system transports.

### **Section 5 Trans-Northern Pipeline Emergency Response Management System**

A description of the Incident Command System and TNPI commitment to the utilization of applicable command structure.

### **Section 6 Trans-Northern Pipeline Emergency Response Resources**

A summary of TNPI's human and tactical response resources in addition to emergency response contractor and consulting services available to TNPI during an event.

### **Section 7 Incident Assessment and Response Activation**

A listing of appropriate sequences of notifications and associated actions, as a result of a report concerning a potential pipeline emergency. All of the resources and contact information available to TNPI and a step-by-step approach to activation.

### **Section 8 Response Communication**

### **Section 9 Incident Response**

A summary of initial assessment and characterization, objective development, safety zone management and mitigation tactics.

### **Section 10 Response Safety Management**

Safety requirements and general considerations all personnel responding to a refined petroleum product spill emergency should know and understand.

### **Section 11 Emergency Notifications and Reporting**

A listing of all required regulatory agencies who must be contacted in the event of an emergency, as well as other stakeholder members within TNPI's due diligence program. This Section also outlines the who, when, and what, for reporting of verbal and formal information.

### **Section 12 Response Management**

### **Section 13 Consequence Management**



## **Section 14 Response Management Plans**

A summary detailing the development of an Incident Action Plan and potential supporting sub-plans strategies.

## **Section 15 Site-Specific Plans, Strategies and Tactical Response Plans**

## **Section 16 Damage Claim Management and Documentation**

## **Section 17 Fire Prevention and Suppression**

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## **Appendix A Acronyms and Definitions**

A brief summary of commonly used acronyms and descriptions to key terms referred to in the TNPI ERP.

## **Appendix B Regulatory and Resource Agencies**

A brief summary of contact information for regulatory and resource agencies.

## **Appendix C Emergency Response Contractors and Consultants**

A brief summary of contact information for TNPI contractors and consultants.

## **Appendix D Facility and Utility Stakeholders**

A brief summary of contact information for facility and utility stakeholders in proximity to TNPI infrastructure.

## **Appendix E Quebec Municipal Contacts**

A summary of contact information for municipal partners in the Province of Quebec.

## **Appendix F Ontario Municipal Contacts**

A summary of contact information for municipal partners in the Province of Ontario.

## **Appendix G Alberta Municipal Contacts**

A summary of contact information for municipal partners in the Province of Alberta.

## **Appendix H Public Health Facilities**

A summary of contact information for public health facilities across the TNPI / APPL systems.



## 1.1 Summary

The Trans-Northern Pipeline Inc. (TNPI) Emergency Response Plan is designed to meet all requirements for an emergency response manual. This plan addresses the emergency planning requirements of the acts, regulations, standards and directives pertaining to the operation of a refined products pipeline system in Ontario, Quebec and Alberta.

The TNPI Emergency Response Plan has been developed to meet the following applicable legal program requirements:

### 1.1.1 Canada Energy Regulator

- Canadian Energy Regulator Act
  - Canadian Energy Regulator Onshore Pipeline Regulations

#### **Adopted by Reference:**

- CSA Z662 Oil and gas pipeline systems
- CSA Z246.1 Security management for petroleum and natural gas industry systems
- CSA Z246.2 Emergency preparedness and response for petroleum and natural gas industry systems
- CSA Z247 Damage prevention for the protection of underground infrastructure

### 1.1.2 Alberta Energy Regulator

- Pipeline Act
  - Pipeline Rules
- Oil and Gas Conservation Act
  - Oil and Gas Conservation Rules
- Directive 071 Emergency Preparedness and Response Requirements for the Petroleum Industry

### 1.1.3 Other Agencies Having Jurisdiction

The Emergency Response Plan has also been developed to reflect the authority of other agencies and their jurisdiction that may be exercised in the response to an emergency.

#### **Federal Departments & Agencies**

- Transportation Safety Board of Canada
- Employment and Social Development Canada
- Environment and Climate Change Canada

#### **Provincial Ministries**

- Alberta Ministry of Environment and Protected Areas
- Alberta Jobs, Economy and Trade
- Ontario Ministry of Environment, Conservation and Parks



- Quebec Ministère de l'Environnement, de la Lutte contre les changements climatiques, de la Faune et des Parcs

## 1.2 Operator Information

The pipeline system is operated by Trans Northern Pipelines, Inc. Additional information on the content of this plan, operations described in the plan or type of equipment to be used, will be provided upon request.

TNPI is committed and prepared to respond to, and recover from, an emergency through a comprehensive Emergency Management Program designed to protect people, the environment and property. The program emphasizes prevention/mitigation, preparedness, response, recovery and will be continually evaluated to ensure the company is thoroughly prepared for emergency situations.

## 1.3 Plan Administration

This document meets the requirements of TNPI's document control procedure. All printed copies of the ERP Manual shall be numbered and deemed to be controlled. Regulatory and External Affairs shall maintain a master list of all controlled copy holders and proof of receipt by controlled document holder. Any revisions to the plan will be tracked under Document Control, page 4 of this plan.



## 2 Introduction

### 2.1 Plan Scope

This plan governs the execution of emergency response activities to all emergencies and operational incidents occurring within Trans-Northern Pipelines, Inc. (TNPI) and Alberta Products Pipe Line Limited (APPL) facilities, infrastructure, and operations in Canada.

Where required, or appropriate, Site-Specific Emergency Response Plans have been developed to define site-specific response strategies and tactics. Site-Specific Emergency Response Plans are referenced in this plan. If a different plan is identified as more applicable it may be utilized if the decision to use an alternate plan is approved by the established Command.

#### 2.1.1 Emergency and Incident Definition

##### Emergency

- An event or imminent event outside the scope of normal operations that require prompt coordination of resources to protect people, the environment, and property.

##### Incident

- A situation that might be, or could lead to, a disruption, loss, emergency, or crisis.

### 2.2 Plan Coverage

The Emergency Plan will be used to guide emergency operations in Ontario, Quebec (Trans-Northern Pipeline System) and Alberta (Alberta Products Pipeline system) The Systems are shown in **Figure 2-1** and **Figure 2-2**.

### 2.3 Trans-Northern Pipeline Operations

Trans-Northern Pipeline consists of two (2) pipeline systems that transport refined petroleum products.

#### 2.3.1 Trans-Northern Pipeline System

The Trans-Northern Pipeline system operates between Quebec and Ontario. The system consists of four (4) mainlines; Montreal, Montreal Jet, West, and the Metro Line. The Montreal and West Line deliver refined petroleum products from refineries and terminals in East Montreal to terminals in Ottawa, Maitland, Kingston, Belleville, Toronto, Mississauga, and Oakville. The Montreal Jet is dedicated to the delivery of Jet Fuel from East Montreal refineries and terminals to a terminal in Dorval. The Metro Line delivers refined petroleum products from a refinery in Haldimand County to terminals in Oakville, Mississauga, and Toronto. Several lateral pipelines or spur segments support delivery into terminals and other facilities.

The Trans-Northern Pipeline System is regulated by the Canada Energy Regulator (CER).

#### 2.3.2 Alberta Products Pipeline System

The Alberta Products Pipeline (APPL) system operates in the Province of Alberta. The system consists of a single mainline. The APPL system delivers refined petroleum products from refineries in Edmonton to terminals in Calgary. One lateral pipeline segment supports delivery of Jet Fuel into the Calgary Airport Terminal.

The Alberta Products Pipeline system is regulated by the Alberta Energy Regulator (AER).



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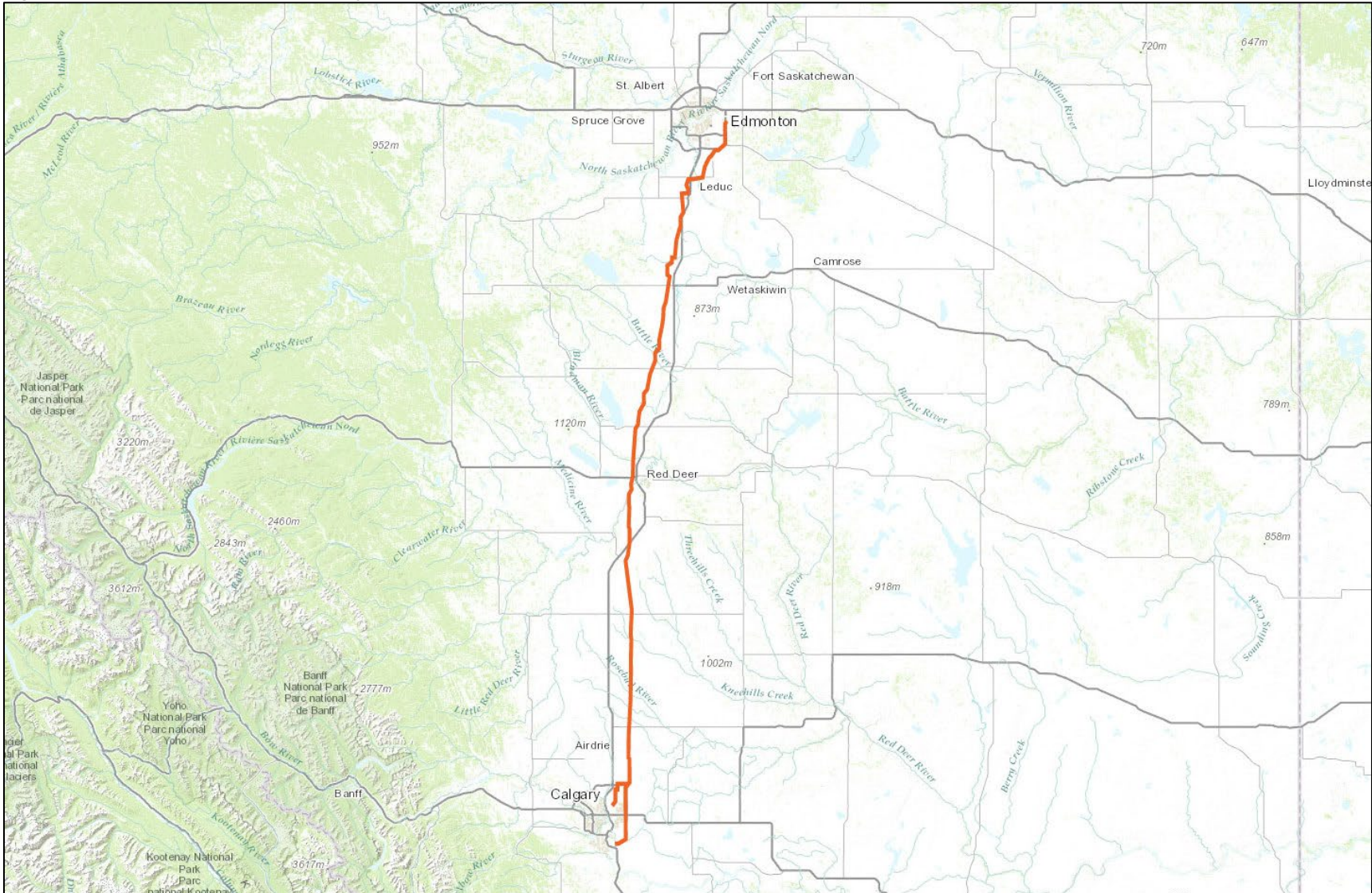
Figure 2-1 Trans-Northern Pipeline System



Internal Only



**Figure 2-2 Alberta Products Pipeline System**





## 3 Trans-Northern Pipeline Facilities

### 3.1 Trans-Northern Pipeline System Mainlines

#### 3.1.1 Montreal Line

The Montreal Line segment of the mainline consists of sections of 273.1 mm (10 inch) and 406.4 mm (16 inch) diameter pipeline operating between the Montreal Pump Station (East Montreal, QC) and the Farrans Point Terminal (South Stormont, ON).

#### 3.1.2 West Line

The West Line segment of the mainline is a 273.1 mm (10 inch) diameter pipeline operating between the Farrans Point Terminal (South Stormont, ON) and Oakville Measuring Station (Oakville, ON).

#### 3.1.3 Montreal Jet Line

The Montreal Jet Line is a 273.1 mm (10 inch) diameter pipeline operating between the Montreal Pump Station (East Montreal, QC) and the Dorval Measuring Station (Dorval, QC).

#### 3.1.4 Metro Line

The Metro Line consists of sections ranging between 203.2 mm (8 inch) and 508 mm (20 inch) diameter pipeline operating between the Nanticoke Pump Station (Haldimand County, ON) and North Toronto Measuring Station (Toronto, ON).

### 3.2 Trans-Northern Pipeline System Laterals

Lateral pipelines lift and / or deliver refined petroleum product from or into shipper / receiver facilities.

#### 3.2.1 Montreal International Fuel Facilities Corporation Delivery Line

The Montreal International Fuel Facilities Corp. (MIFFC) Delivery Line is a 323.9 mm (12 inch) diameter pipeline operating between the Dorval Measuring Station (Dorval, QC) and the adjacent Montreal International Fuel Facilities Corporation (MIFFC) facility (Dorval, QC).

#### 3.2.2 Ottawa Lateral Line

The Ottawa Lateral Line is a 323.9 mm (12 inch) diameter pipeline operating between the Farrans Point Terminal (South Stormont, ON) and the Ottawa Measuring Station (Ottawa, ON).

#### 3.2.3 Toronto Airport Lateral Line

The Toronto Airport Lateral Line is a 273.1 mm (10 inch) diameter pipeline operating between the Toronto Airport Junction (Toronto, ON) and the Toronto Airport Terminal (Mississauga, ON).



Redacted security risk, as per MO-006-2016 a.ii.

**3.2.4 Pearson International Fuel Facilities Corporation Delivery Line**

The Pearson International Fuel Facilities Corporation (PIFFC) Delivery Line is a 203.2 mm (8 inch) diameter pipeline operating between the Toronto Airport Terminal (Mississauga, ON) and the CAFAS<sup>1</sup> Measuring / PIFFC facility (Mississauga, ON).

**3.2.5 Clarkson Lateral Line**

The Clarkson Lateral Line is a 273.1 mm (10 inch) diameter pipeline operating between the Clarkson Junction (Mississauga, ON) and the Clarkson Measuring / Pump Station located within the HollyFrontier / Petro-Canada Production Facility (Mississauga, ON).

**3.3 Trans-Northern Pipeline System Pump Stations**

TNPI operates sixteen (16) pump stations which provide the capacity for TNPI to transport refined petroleum products from the Montreal and Nanticoke to Southern and Eastern Ontario retail markets. Site-specific fire and hospital emergency response information regarding each station is located at site and in the TNPI electronic database (Intalex). The following is a list of stations, identifier and addresses.

**3.3.1 Montreal Line Pump Stations**

Montreal Pump Station [MT]

Como Pump Station [CM]

Lancaster Pump Station [LN]

**3.3.2 West Line Pump Stations**

Farrans Point Pump Station [FP]

Iroquois Pump Station [RQ]

Maitland Pump Station [MP]

Mallorytown Pump Station [MY]

Kilbirnie Pump Station [KB]

Kingston Pump Station [KP]

Deseronto Pump Station [DR]

Brighton Pump Station [BR]

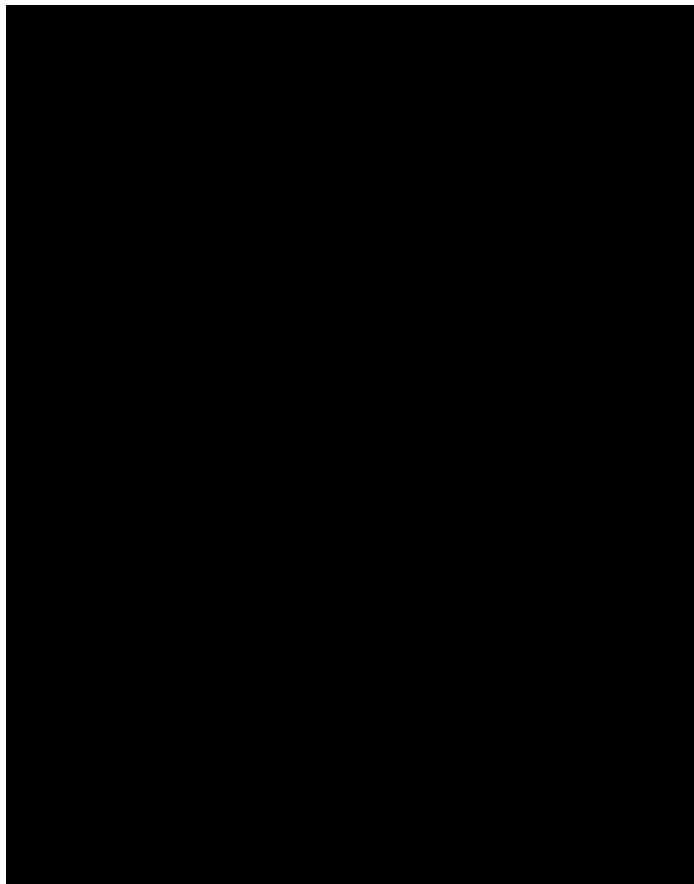
Castleton Pump Station [CA]

Bowmanville Pump Station [BO]

North Toronto Pump Station [NT]

**3.3.3 Metro Line Pump Stations**

Nanticoke Pump Station [NK]



<sup>1</sup> CAFAS refers to the TNPI Measuring Station within the Pearson International Fuel Facilities Corporation Silver Dart Terminal. CAFAS is the descriptor within the TNPI Line Control SCADA system.



Oakville Pump Station [OA] [REDACTED]

### 3.3.4 Clarkson Lateral Pump Stations

Clarkson Terminal [CL] [REDACTED]

## 3.4 Trans-Northern Pipeline System Measuring Stations and Terminals

TNPI operates ten (10) measuring stations. Measuring stations provide point of delivery metering at the interconnection with TNPI shipper/receiver facilities. Site-specific fire and hospital emergency response information regarding each station is located at site and in the TNPI electronic database (Intelex).

### 3.4.1 Dorval Measuring Station [DVJ]

The Dorval Measuring Station is located adjacent to MIFFC Terminal located at [REDACTED]. Jet A product is metered and diverted to the MIFFC Terminal.

### 3.4.2 Farrans Point Terminal [FP]

The Farrans Point Terminal is located at [REDACTED]. From the Montreal Line refined product is diverted to temporary storage onsite within the terminal.

The **Farrans Point Terminal Site-Specific Emergency Response Plan (02388)** is a supplement to this document. The Site-Specific ERP contains additional information regarding the facility and specific emergency scenarios.

### 3.4.3 Ottawa Measuring Station [OT]

The Ottawa Measuring Station is located adjacent to Shell Canada's Ottawa Terminal located at [REDACTED]. Refined petroleum product is metered and diverted to the Shell Canada, Imperial Oil or Suncor Energy Ottawa Terminals.

### 3.4.4 Maitland Measuring Station [MA]

The Maitland Measuring Station is located adjacent to Valero's Maitland Terminal located at [REDACTED]. Refined petroleum product is metered and diverted to the Valero Maitland Terminal.

### 3.4.5 Kingston Measuring Station [KS]

The Kingston Measuring Station is located adjacent to Shell Kingston Terminal located at [REDACTED]. Refined petroleum product is metered and diverted to the Shell Canada Kingston Terminal.

### 3.4.6 Belleville Measuring Station [BV]

The Belleville Measuring Station is located adjacent to Imperial Oil's Belleville Terminal located at [REDACTED]. Refined petroleum product is metered and diverted to the Imperial Oil Belleville Terminal.

### 3.4.7 North Toronto Measuring Station [NTA/NTB]

The North Toronto Measuring Station is located adjacent to Shell Canada's North York Terminal located at [REDACTED]. From the North Toronto Measuring Station refined product is diverted to the Shell Canada North York Terminal, Imperial Oil Finch Terminal or Suncor Energy Metro Terminal.



### 3.4.8 Toronto Airport Terminal [TA]

The Toronto Airport Terminal is located adjacent to TNPI's Elmbank Field Service Office located at [REDACTED]. Jet A is metered into the TNPI Toronto Airport Terminal tanks or pumped from the tanks to the PIFFC Silver Dart Facility.

The **Toronto Airport Terminal Site-Specific Emergency Response Plan (04394)** is a supplement to this document. The Site-Specific ERP contains additional information regarding the facility and specific emergency scenarios.

### 3.4.9 Pearson International Fuel Facilities Corporation Measuring Station [CAFAS]

The Pearson International Fuel Facilities Corporation (PIFFC) Measuring Station is located within the PIFFC Silver Dart facility at [REDACTED]. Jet A is metered upon delivery to the PIFFC facility.

### 3.4.10 Clarkson Station [CL]

The Clarkson Measuring Station is located within the HollyFrontier / Petro-Canada Production Facility at [REDACTED]. Refined petroleum product is metered into the refinery or pumped into the Clarkson Lateral.

### 3.4.11 Oakville Measuring Station [OA]

The Oakville Measuring Station is co-located with the Oakville Pump Station within the Suncor Energy Oakville Terminal at [REDACTED]. Refined petroleum product is metered and diverted to the Suncor Energy Oakville Terminal.

## 3.5 Trans-Northern Pipeline System Junctions & Transitions

TNPI operates seven (7) junctions and transitions. Junctions and transitions provide interconnection with other TNPI pipelines, delivery laterals and integrity inspection (pig launch and trap) infrastructure. Site-specific fire and hospital emergency response information regarding each station is located at site and in the TNPI electronic database (Intalex). The following is a list of stations, identifier, addresses and a brief description.

### 3.5.1 St. Rose Junction [SRJ]

St. Rose Junction is located at Laval, ON. St. Rose Junction provides integrity inspection infrastructure on the Montreal/West and Montreal Jet Lines.

### 3.5.2 Ste. Marthe Transition [SMT]

Ste. Marthe Transition provides isolation and transition infrastructure from 10" to 16" and integrity inspection infrastructure.

### 3.5.3 Lake Deux des Montagnes Transition [LKB]

Located inside Oka National Park (a Quebec provincial park) the Lac des Deux Montagnes transition provides isolation and transition infrastructure from 16" to 10" and integrity inspection infrastructure.

### 3.5.4 St. Clet Transition [SCT]

St. Clet Transition provides isolation and transition infrastructure from 10" to 16" and integrity inspection infrastructure.



### **3.5.5 Huron Street Transition [HUT]**

Huron Street Transition provides isolation and transition infrastructure from 16" to 10" and integrity inspection infrastructure.

### **3.5.6 Post Road Transition [POT]**

Post Road Transition provides isolation and transition infrastructure from 10" to 16" and integrity inspection infrastructure.

### **3.5.7 Cummer Junction [CUJ]**

Cummer Junction provides an interconnection between the West Line and the deactivated Toronto Lateral, isolation and integrity inspection infrastructure on the West Line.

### **3.5.8 North Toronto Junction [NTJ]**

North Toronto Junction provides an interconnection between the West Line, Metro Line and the Toronto North Lateral into North Toronto Measuring Station or North Toronto Pump Station.

### **3.5.9 Keele Junction [KEJ]**

Keele Junction provides an interconnection between the Metro Line, North Toronto Junction and the Toronto North Lateral.

### **3.5.10 Toronto Airport Junction [TAJ]**

Toronto Airport Junction is located at Galaxy Boulevard, Toronto, ON. Toronto Airport Junction provides an interconnection between the West Line, Metro Line, Sun-Canadian Pipeline's Toronto Main Line and the Toronto Airport Lateral, isolation and integrity inspection infrastructure.

### **3.5.11 Clarkson Junction [CLJ]**

Clarkson Junction is located at Mississauga, ON. Clarkson Junction provides an interconnection between the West Line, Metro Line and the Clarkson Lateral, isolation and integrity inspection infrastructure.

### **3.5.12 Hamilton Transition [HAT]**

Hamilton Transition is located at Hamilton, ON. Hamilton Transition provides an interconnection between the Metro Line and the decommissioned Hamilton Lateral, isolation and integrity inspection infrastructure.

## **3.6 Alberta Products Pipeline System Mainlines**

### **3.6.1 APPL Mainline**

The APPL Mainline consists of a 323.9 mm (12 inch) diameter pipeline operating between Edmonton Pump Station (Sherwood Park, AB), the Calgary Airport Terminal (Calgary, AB) and the Imperial Meter Station (Calgary, AB).

## **3.7 Alberta Products Pipeline System Laterals**

Lateral pipelines lift and / or deliver refined petroleum product from or into receiver / shipper facilities.



**3.7.1 Calgary Airport Lateral Line**

The Calgary Airport Lateral Line is a 323.9 mm (12 inch) diameter pipeline operating between the New Calgary Airport Diversion (Rocky View County, AB) and the Calgary Airport Terminal (Calgary, AB).

**3.8 Alberta Products Pipeline System Pump Stations**

TNPI (APPL) operates four (4) pump stations which provide the capacity for TNPI to transport refined petroleum products from Edmonton to Calgary Airport and terminals. Site-specific fire and hospital emergency response information regarding each station is located at site and in the TNPI electronic database (Intelex). The following is a list of stations, identifier and addresses.

Edmonton Pump Station [EPS]	[REDACTED]
Wetaskiwin Pump Station [WET]	[REDACTED]
Red Deer Pump Station [RED]	[REDACTED]
Didsbury Pump Station [DID]	[REDACTED]

**3.9 Alberta Products Pipeline System Meter Station and Terminals**

**3.9.1 Calgary Airport Terminal [CAT]**

The Calgary Airport Terminal is located at [REDACTED] From the Calgary Airport Terminal jet fuel is metered into the Calgary Airport Terminal tanks or pumped from the tanks to the Calgary Fuel Facility Corporation (CFFC) Facility.

The **Calgary Airport Terminal Site-Specific Emergency Response Plan (07318)** is a supplement to this document. The Site-Specific ERP contains additional information regarding the facility and specific emergency scenarios.

**3.9.2 Imperial Meter Station [IMS]**

The Imperial Meter Station is located within the Imperial Oil Terminal (IOL) at 9 [REDACTED] [REDACTED] From the Imperial Meter Station refined product is metered into the IOL Terminal or Shell Calgary Terminal.

**3.10 Alberta Products Pipeline System Junctions & Transitions**

TNPI (APPL) operates one (1) junction / transition. Junctions and transitions provide interconnection with other TNPI (APPL) pipelines, delivery laterals and integrity inspection (pig launch and trap) infrastructure. Site-specific fire and hospital emergency response information regarding each station is located at site and in the TNPI electronic database (Intelex). The following is a list of stations, identifier, addresses and a brief description.

**3.10.1 New Calgary Airport Diversion [NCA]**

New Calgary Airport Diversion is located in Rocky View County, AB. The New Calgary Airport Diversion provides an interconnection between the APPL mainline and the Calgary Airport Lateral, isolation and integrity inspection infrastructure.

**3.11 Deactivated / Decommissioned Pipelines Segments**

TNPI maintains several segments of deactivated pipeline as part of its pipeline system. These segments of pipeline have been cleaned, isolated and filled with nitrogen. TNPI continues to monitor these segments





and maintains pipeline markings and crossing coordination. Decommissioned segments have been purged dry of any product.

### 3.11.1 Toronto Lateral

The Toronto Lateral between Cummer Junction and Toronto Measuring Station is currently deactivated.

### 3.11.2 Mirabel Lateral

The Mirabel Lateral is a 323.8 mm (12 inch) diameter pipeline between the Montreal Line at Riviere des Mille Iles and the former Mirabel Delivery Station (Mirabel, QC) is currently deactivated.

### 3.11.3 APPL 10 Mainline

The APPL 10 Mainline is a 273.1 mm (10 inch) diameter pipeline between the Edmonton Pump Station (Sherwood Park, AB) and IMS Delivery Station (Calgary, AB) is currently decommissioned and in cases sections removed. Pump stations at Leduc, Morningside, Bowden and Airdrie are also deactivated but continue to support as the APPL Mainline (323.9 (12 inch)) has been routed through these facilities which now function as operating block valve sites

### 3.11.4 Calgary Airport 10 Lateral Line

The Calgary Airport 10 Lateral is a 273.1 mm (10 inch) diameter pipeline operating between the Calgary Airport 10 Diversion (Calgary, AB) and the Calgary Airport Terminal (Calgary, AB) is currently deactivated.

### 3.11.5 Gulf Meter Line

The Gulf Meter Lateral is a 273.1 mm (10 inch) diameter pipeline operating between the former Calgary Mainline Diversion (Calgary, AB) to the Gulf Meter Station (Ogden Road, Calgary, AB) is currently abandoned.

## 3.12 Valves

TNPI operates a myriad of remotely operated, manually operated and check valves to support routine operation and emergency pipeline isolation. Within the Trans-Northern pipeline system valves may be in aboveground structures or in underground vaults. Within the Alberta Products pipeline system valves are located aboveground within fenced compounds.

## 3.13 Trans-Northern Pipeline Offices

### 3.13.1 Trans-Northern Pipeline Head Office and Line Control

The TNPI Head Office and Line Control is located at [REDACTED]. This facility consists of general offices, scheduling, and line control.

#### 3.13.1.1 Trans-Northern Line Control

Line Control operations are at the center of pipeline operations. Dispatchers oversee the Supervisory Control and Data Acquisition (SCADA) system that monitors pipeline operation. TNPI dispatch can receive and respond to verbal notifications from TNPI Field Services or from third parties via the TNPI Emergency notification number or from system anomalies alarms or trouble conditions. TNPI Line Control operates **24/7/365**.



**3.13.2 Trans-Northern Pipeline Montreal System Office**

TNPI's Montreal System office is located at [REDACTED]. A Montreal System Sub-Office is maintained and operates from Montreal Pump Station, located at 10040 Boul. Metropolitan Est, Montreal-Est, QC. These facilities consist of general offices and maintenance for the TNPI Montreal System.

The Montreal System consists of TNPI maintenance operations between Montreal Pump Station and Kilbirnie Pump Station.

**3.13.3 Trans-Northern Pipeline Central System Office**

TNPI's Central System office is located at [REDACTED]. This facility consists of general offices for the TNPI Central System.

The Central System consists of TNPI maintenance operations between Kilbirnie Pump Station and Bowmanville Pump Station.

**3.13.4 Trans-Northern Pipeline Toronto System Office**

TNPI's Toronto System office is located at [REDACTED]. This facility consists of general offices and maintenance for the TNPI Toronto System.

The Toronto System consists of TNPI maintenance operations between Bowmanville Pump Station and Nanticoke Pump Station.

**3.13.5 Alberta Products Pipeline System Office - Calgary**

TNPI's Alberta Products Pipeline system office is located [REDACTED]. This facility consists of general offices, engineering and maintenance.

**3.13.6 Alberta Products Pipeline System Office - Edmonton**

TNPI's Alberta Products Pipeline system, Edmonton office is located [REDACTED] AB. This facility consists of general offices and maintenance.

**3.14 Other Facilities**

**3.14.1 Rectifier Stations**

TNPI and APPL operate or utilizes rectifier stations across its pipeline system. These stations provide an external DC power source (rectified AC power) to impress a current onto the surface of the pipeline to protect it from corrosion.

**3.14.2 Product Identification Sites**

TNPI operates fourteen (14), APPL operates one (1) product identification sites across its pipeline system. Infrastructure at these sites is generally housed in secured underground vaults.

**3.14.3 Flange / Spool Sites**

TNPI maintains two (2) flanged / spool connections on the TNPI West Line. Infrastructure at these sites is housed in secured underground vaults.



### 3.14.4 [REDACTED]

In the City of Toronto TNPI's mainlines go through a utility tunnel that passes under [REDACTED]. The utility tunnel is shared with six (6) other pipelines. They are operated by Sun-Canadian Pipeline (2), Enbridge (1), Sarnia Products Pipeline (2) and the City of Toronto (1 water main). The utility tunnel is maintained by Trans-Northern Pipeline. Alarms and set points are monitored by Trans-Northern Pipeline's Line Control. Access to the tunnel is via a control room located at [REDACTED]. The utility tunnel is a confined space.

The [REDACTED] **Site-Specific Emergency Response Plan (09667)** is a supplement to this document. The Site-Specific ERP contains additional information regarding the facility and specific emergency scenarios.

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## 4 Trans-Northern Pipeline Products

### 4.1 Transported Refined Petroleum Products

The TNPI pipelines transport blends of gasoline and middle distillate petroleum products e.g., diesel fuel and jet A1 aviation turbine fuel.

Figure 4-1 TNPI Petroleum Product CAS & UN Numbers

Petroleum Products	CAS Number	UN Number	TC ERG Guide Number
Jet A/A1 Kerosene Type Aviation Turbine Fuel	8008-20-6	1863	128
Diesel	68476-30-2	1202	128
Gasoline	86290-81-5	1203	128

### 4.2 Petroleum Products Risk Assessment

Petroleum product vapours are generally 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 (% explosive limit, O<sub>2</sub>) and/or a Photo Ionization Detector (PID) should always be used when investigating a leak or spill site.

The typical explosive range of various petroleum products is noted as a percentage of vapour in air.

Figure 4-2 TNPI Petroleum Product Lower and Upper Explosive Limits

Petroleum Products	Lower Explosive Limit LEL	Upper Explosive Limit UEL
Jet A/A1 Kerosene Type Aviation Turbine Fuel	0.7%	7.0%
Diesel	0.5%	6.5%
Gasoline	1.0%	8.0%

### 4.3 Product Safety Data Sheets

Product Safety Data Sheet (SDS) for products shipped through the TNPI pipeline system are available through TNPI's Line Control by contacting: **1-800-361-0608**, CANUTEC or online at the following website(s). TNPI responders have electronic access to all SDS used in TNPI systems – MySDS <https://clients.mysds.ca> In the event of a response emergency personnel and response contractors upon arrival at site will be briefed via the incident safety plan on all specific hazards for the product involved.

#### 4.3.1 Suncor / Petro Canada Products

<https://jr.chemwatch.net/chemwatch.web/home>

#### 4.3.2 Shell Canada Products

<https://www.epc.shell.com/>



#### 4.3.3 Imperial Oil Products

<https://sds.exxonmobil.com/?brand=iol>

#### 4.3.4 Valero Products

<https://www.valero.com/responsibility/safety/safety-data-sheets>

### 4.4 CANUTEC

CANUTEC is a national advisory service that assists emergency response personnel in handling dangerous goods emergencies on a 24/7 basis. The emergency centre is staffed by bilingual scientists specializing in chemistry or a related field and trained in emergency response. The emergency response advisors are experienced in interpreting technical information from various scientific sources including Safety Data Sheets (SDS) in order to provide pertinent and timely advice.

CANUTEC using their information network as well as their professional experience, judgement and knowledge can provide immediate advice over the phone and recommend actions to be taken, and those to avoid, in dangerous goods emergencies. The following information or services that can be obtained by calling CANUTEC:

- chemical, physical and toxicological properties of dangerous goods;
- possible product incompatibilities and stabilities;
- health hazards and first aid measures;
- fire, explosion, spill or leak mitigation techniques;
- remedial actions for the protection of life, property and the environment;
- isolation and evacuation distances;
- donning of personal protective clothing and equipment and their decontamination procedures;

CANUTEC may be contacted by calling **(1-888-226-8832 or 613-996-6666)**. Additionally, emergency response information may be retrieved from the Transport Canada Emergency Response Guidebook <https://tc.canada.ca/en/dangerous-goods/canutec/emergency-response-guidebook>

### 4.5 TNPI Product Discharge Fate & Behaviour

As noted, the TNPI pipeline transports blends of gasoline and middle distillate petroleum products e.g., diesel fuel and jet A1 aviation turbine fuel.

#### 4.5.1 Refined Petroleum Product Behaviour on Land

Only a select number of stations have secondary containment around the transfer piping, pumps or other associated pipeline infrastructure, therefore a release of refined petroleum products could result in evaporation and/or migrate via rain/storm/melt water pathways. In sites with secondary containment, releases may be captured within onsite containment systems. The following should be considered:

##### 4.5.1.1 Evaporation

The product evaporation rate is important to consider in the early stages of a release, as the light ends will evaporate quickly, especially for the lower density products like gasoline. Evaporation rate



is a factor of the release surface area, wind speed, temperature and humidity. Petroleum vapours will rise from a pool of product; however, vapours are heavier than air and will fall to low lying areas in the direction of airflow and may travel considerable distance. Actual footprints of dispersion will be influenced by the direction and velocity of wind movement. This is considered on an occurrence-by-occurrence basis utilizing accurate meteorological forecasts.

#### **4.5.1.2 Infiltration**

Soil infiltration rate is impacted by two major factors: type of soil and the viscosity of the product involved. The lighter the product, the more it will penetrate into the soil. To the same extent, penetration will vary with the soil type: soil infiltration will be deeper and faster in gravel and sands whereas soil penetration is much less in clay or silt. Groundwater will provide an initial barrier to soil penetration by the petroleum product.

#### **4.5.1.3 Winter conditions**

In the winter months, soil might be frozen with the presence of ice and snow on the ground. Soil will be much less permeable in wintertime and ice will also limit infiltration. The presence of snow could act as an absorbent material. Colder temperatures will reduce evaporation of the spilled product but the probability of the presence of explosive vapours should still be considered.

### **4.5.2 Refined Petroleum Product Behaviour on Water**

In the unlikely event that a release a petroleum product occurs at a water crossing or migrates to a body of water, the following should be considered:

#### **4.5.2.1 Evaporation**

As with on land; refined petroleum products will have the tendency to evaporate from the surface of the water; however, environmental conditions associated with the body of water will support spreading on the surface and dispersion into the water column which will have an effect on the rate of evaporation.

Additionally, wind speed, humidity, air and water temperature will further impact the rate of evaporation off the surface of the water. Like on land, petroleum vapours will rise from the slick of product and migrate with wind and present currents.

#### **4.5.2.2 Spreading**

Spreading is the action of the spilled product extending across the surface of the body of water. The rate of spreading will depend mainly on the quantity released and the product viscosity. Generally, the spreading of petroleum products on water versus land is due to the present current and wind conditions.

#### **4.5.2.3 Dispersion**

Dispersion is the action of entrainment of the petroleum product into the water column. Dispersion is generally a function the product density and the presence of mixing energy (waves/turbulent flow) in the body of water. Greater amounts of energy will increase the potential for dispersion into the water column.



#### 4.5.3 TNPI Worst Case Scenario

Gasoline is viewed as the most significant risk of the refined petroleum product commodities that are transported by TNPI. As such in the event of a release of gasoline from the system the following should apply to mitigate consequences:

- Activate emergency shutdown (ESD) if safe to do so;
- Immediately eliminate all possible sources of ignition;
- Isolate equipment if safe to do so and initiate containment measures;
- Minor releases or spills of petroleum will be contained within the facility surface material and will warrant surficial containment and remediation;
- Larger spills on land; resulting in pools of petroleum product, particularly gasoline, should be mitigated with an appropriate firefighting foam to control flammable vapour generation, migration and prevent ignition of a fire or explosion;
- While TNPI facility sites may have off-site drainage, most are not in proximity to surface water. TNPI staff responding to a release of refined petroleum product shall refer to TNPI Control Points for response tactics, designed to mitigate a release to surface waters. Current best practice techniques are described in:
  - Environment & Climate Change Canada (ECCC), *A field guide to oil spill response on freshwater shorelines*. <https://publications.gc.ca/site/eng/9.891846/publication.html>

In the event of a release along the pipeline TNPI response personnel should review TNPI regional consequence / receptor maps for identified resources at risk, surface water and pre-identified control points located. Receptor maps and control points can be accessed through the hyperlinked TNPI Management Regions Overview map. Refer to **Section 13.3** TNPI Receptor Maps for more information.





## 5 Trans-Northern Pipeline Emergency Response Management

### 5.1 Trans-Northern Pipeline Incident Management System

TNPI has adopted both the Incident Command System (ICS) and the principles of Unified Command. In the event of an incident where TNPI has been identified as a responsible party TNPI shall establish a unified command structure with responding authorities and appropriate stakeholders and rights holders. Further, TNPI shall encourage the establishment of a Unified Command approach where TNPI is engaged as a third party. This will ensure that the interests of TNPI are appropriately expressed and that the response priorities and strategies are effectively aligned with the risks associated with the products involved.

In most cases emergencies TNPI will respond to will be considered short-term responses that are relatively small in scope and/or duration and require few external resources. These incidents will be generally managed by TNPI Field Services and documented using only the Incident Command Briefing (ICS 201 Form). In the event of a more significant incident which might entail greater engagement of TNPI and external resources, TNPI will follow the ICS model for incident response planning, where applicable.

The ICS 201 will form the foundation of the briefing when a command transition is to occur and a TNPI Emergency Response Team (ERT) is to establish an expanded command structure.

### 5.2 Response by Objective

In response to any emergency TNPI shall respond in accordance with its operational policies ensuring that all response efforts abide by TNPI's core emergency response objectives.

- **Life safety**
- **Incident Stabilization**
- **Minimize the Impacts**

### 5.3 Incident Command System – Unified Command

#### 5.3.1 Single Command

Single Command (with a single TNPI Incident Commander) will be applied on smaller incidents where few, if any, regulators or outside agencies attend the incident or play any significant role. A Single Command model is usually followed when:

- Only TNPI is involved
- Multiple jurisdictions or agencies involved in decision-making agree to follow this approach

TNPI will utilize the Single Command approach when they are overseeing an incident in its entirety. Additionally, a larger scale incident will commonly transition from Unified to Single Command when an incident completes the Emergency Phase and transitions into a remediation project.

#### 5.3.2 Unified Command

Unified Command is a principle within the Incident Command System that provides for representatives of key stakeholders and rights holders to be involved with the overall incident management and in the development of response management objectives. It enables decisions to be made jointly by two or more jurisdictions (e.g., TNPI and other Agencies) that have legal responsibilities regarding an incident. Incident Command does not automatically become *unified* because of the involvement of

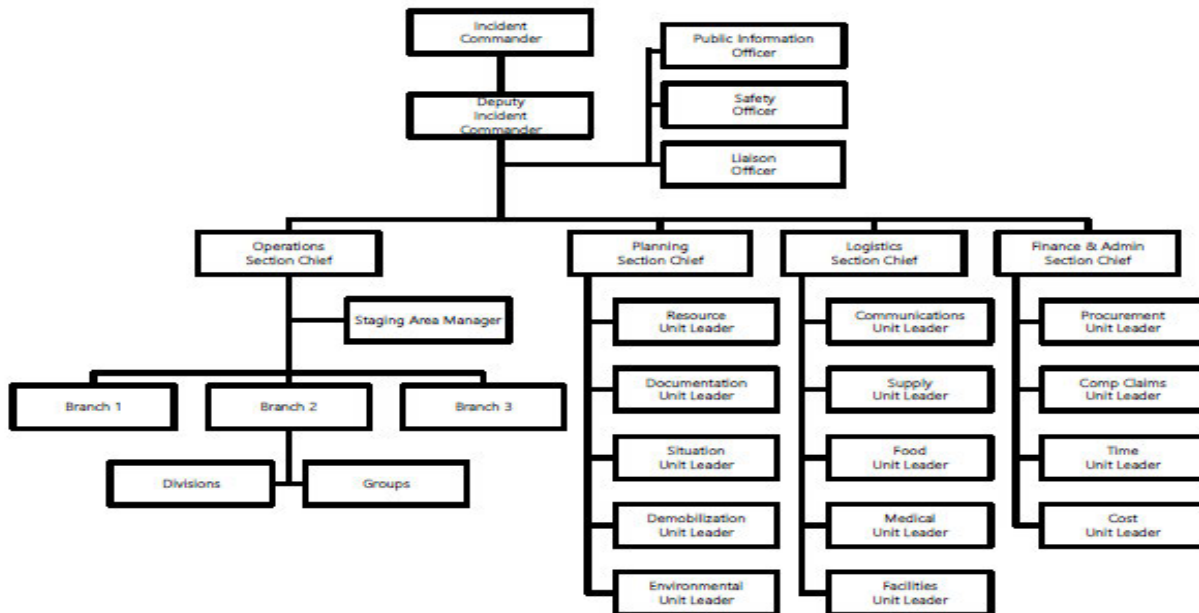
more than one jurisdiction. Rather, Unified Command is required when incident management requires decision-making to come from more than one jurisdiction. Once joint decisions have been made, one member is identified to speak for the Unified Command Team. In Unified Command, TNPI will assume the role of the Responsible Party (RP). TNPI will work closely with all agencies to ensure a safe and effective response. Each Region in which TNPI operates has its own organizational structure.

The Unified Command may have representatives from the following:

- Municipal and/or regional emergency services (Fire, police, etc.);
- Regional and provincial authorities having jurisdiction e.g., regional conservation authorities, Ontario Ministry of Environment, Conservation and Parks, Alberta Energy Regulator, etc.
- Federal authorities having jurisdiction e.g., Canada Energy Regulator, Environment and Climate Change Canada, Department of Fisheries and Oceans, etc.; and
- Indigenous Communities.

Refer to **Figure 5-1** Incident Command Structure as an example of a typical expanded incident management structure.

**Figure 5-1 Incident Command Organizational Structure**



### 5.3.3 Interoperability

One of the most important terms to remember during an emergency is interoperability; the ability of responders from different organizations and jurisdictions to interact and work well together. This is accomplished through two primary mechanisms:

**Functional** - standardized terms, structures and procedures are used by all responders to allow people from different organizations and jurisdictions to understand each other's jobs and requirements and to cooperate and work well together.



**Technological** - the equipment used must enable people from different organizations to be able to easily communicate and share data together.

#### 5.3.4 Incident Management Regimes with TNPI's Area of Operation

Functional interoperability is particularly important as incidents involving TNPI may occur in different provincial jurisdictions, each with a slightly different approach to emergency management. The following provides a brief description of the incident management framework in each province TNPI operates.

##### Quebec

The Province of Quebec's Sécurité Civile du Quebec establishes the municipal / provincial response mechanisms, encourages preparedness with various sectors, and, in the case of the pipelines has established the Pipeline Response Frame of Reference / Cadre de Référence Intervention Pipelines. This document defines the local and regional emergency management approach that pipeline operators shall be aware of when responding to an emergency in Quebec. The guiding document can be found at the following address:

[https://cdn-contenu.quebec.ca/cdn-contenu/adm/min/securite-publique/publications-adm/publications-secteurs/securite-civile/soutien-municipalites/cadre\\_ref\\_crip\\_SC.pdf](https://cdn-contenu.quebec.ca/cdn-contenu/adm/min/securite-publique/publications-adm/publications-secteurs/securite-civile/soutien-municipalites/cadre_ref_crip_SC.pdf)

##### Ontario

The Province of Ontario's Emergency Management Ontario adopted the Incident Management System (IMS) principles and concepts which are adapted to suit Ontario's unique governmental structures and emergency legislation/regulations. The Ontario IMS is built on the ICS 'operating platform'. Ontario's IMS applies to all levels of incident management with an expanded focus on Emergency Operation Centre application. The guiding document can be found at the following address:

<https://www.ontario.ca/document/incident-management-system-ims-guidance-version-2>

##### Alberta

The Province of Alberta's Alberta Emergency Management Agency adopted the Incident Command System (ICS) principles and concepts which are adapted to suit Alberta's unique governmental structures and emergency legislation/regulations. Guiding document can be found at the following address:

<https://www.alberta.ca/incident-command-system-alberta>

## 5.4 Response Planning

Short-term responses that are small in scope and/or duration and require few resources will often be managed using only the Incident Briefing (ICS 201 Form). Larger more complex responses will initially utilize the ICS 201 and use an Incident Briefing to support the transfer of command in cases commencing a proactive planning cycle.

### 5.4.1 Incident Briefing

During the transfer of command process, an Incident Briefing provides the incoming Incident Commander with basic information regarding the incident situation and the resources allotted to the incident. The Incident Briefing Form (ICS 201) is the Incident Action Plan for the initial response and remains in force and continues to develop until the short-term response ends or the Incident Management Team has established an Incident Action Plan for the forthcoming operation period.



The Incident Briefing process may also be used for briefing individuals newly assigned to Command and General Staff roles while the response remains in the initial response phase or as noted is short-term in nature.

The Incident Briefing should address the following topics of the response:

- Situation (TNPI asset and Geographic context, exposures, safety concerns);
- Objectives and priorities;
- Strategies and tactics (implemented and planned);
- Current organizational structure including agency and third-party representatives;
- Resource assignments;
- Resources enroute / ordered; and,
- Facilities established or planned.

### 5.5 Incident Action Planning Process

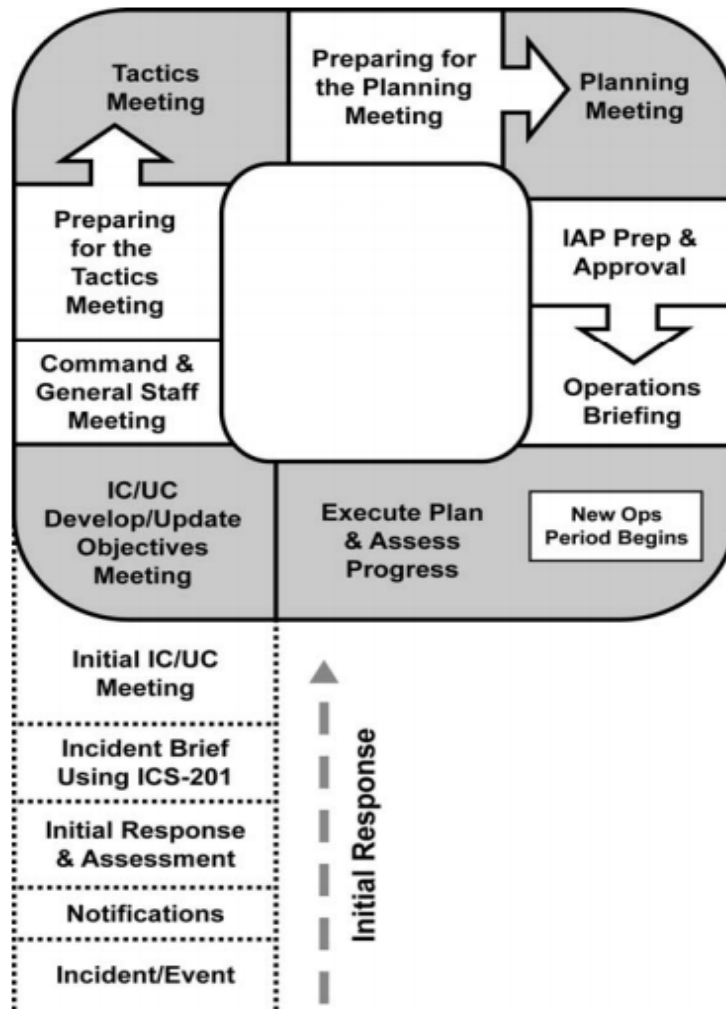
Once the management of an incident requires a more robust approach to the development of a plan and the subsequent strategies and tactics, TNPI's activated Emergency Response Team (ERT) will utilize the ICS Planning Cycle / Planning P.

During the initial stage of incident management, a simple plan is developed and communicated through situation briefings (ICS 201), as the incident management effort evolves, additional lead time, staff, information systems, and technologies enable a more detailed planning and cataloging of events (Incident Action Plan - IAP) to manage results and lessons learned.

The ICS Planning Cycle / Planning P defines the steps in the planning process which, when executed in sequence help ensure a comprehensive Incident Action Plan (IAP) is developed. These steps support the accomplishment of objectives within a specified time. The development of an IAP is a cyclical process, and personnel repeat the planning steps every operational period. The Planning P is a graphic depiction of this cycle. Refer to **Figure 5-3**.



**Figure 5-2 ICS Planning Cycle / Planning P**



## 5.6 Incident Command System Roles and Responsibilities

Incident Command System Position Job Aids detailing incident command roles and each role's responsibilities can be referenced in the Trans-Northern Pipeline **Incident Management Handbook (08408)**. Additionally, the handbook provides all necessary guidance on the transition from initial incident management through the planning cycle to implementation of an Incident Action Plan.

The TNPI Incident Management Handbook is available digitally via TNPI's Intelex documentation system. Print copies of the handbook are distributed annually following ICS training or ordered through the Manager of Environment, Emergency Management and Security. Refer to **Figure 5-2**.



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Figure 5-3 TNPI Incident Management Handbook Manual





## 6 Trans-Northern Pipeline Emergency Response Resources

### 6.1 TNPI Field Services

TNPI Field Services forms the core of the TNPI base business workforce. Field Service Technicians fulfill the capacity of TNPI's On-Call Response Management System. Upon scene arrival, the technician will conduct any initial incident assessment and establish the initial incident management structure and may coordinate the initial response management alongside any responding municipal emergency services. TNPI incident command may be transferred to a more appropriate staff member when one becomes available or in the event of the TNPI Emergency Response Team (ERT) is activated.

### 6.2 TNPI Emergency Response Teams

The TNPI Emergency Response Teams (ERT) generally consist of TNPI staff and pre-identified response contractors and consultants. TNPI personnel are trained in ICS 100 – 300 courses depending on their specific emergency response roles. Personnel identified for Command and General Staff roles are invited to participate when ICS 400 level Role Specific training is provided.

Current TNPI ERT organization charts are noted in the following documents:

- **Montreal System Emergency Response Team (8151)**
- **Toronto System Emergency Response Team (8152)**
- **APPL System Emergency Response Team (8150)**

### 6.3 TNPI Emergency Support Group

The TNPI Emergency Support Group (ESG) is composed of TNPI leadership. The primary purpose of the ESG is to provide strategic direction for the response to a significant incident. The main focus would be directed at managing external impacts on the corporation associated with any incident. Additionally, the ESG shall provide support to the TNPI ERT while the ERT is directed towards responding to control the direct impacts of the incident.

Additional information regarding the Emergency Support Group can be found in the **Emergency Support Group Manual (4860)**.

#### 6.3.1 Emergency Support Group Operations Centre

The Emergency Support Group Operations Centre will be the base of operations for the TNPI ESG should they be stood up to support a TNPI Emergency Response Team. The Operations Centre is different from the Incident Command Post as it will be located at the TNPI office closest to the emergency whereas the Incident Command Post will be located at or near the incident site. That being said some circumstances may require the Operations Centre to move to a remote location or co-locate with the Incident Command Post.

Two (2) locations have been pre-identified as the Emergency Support Group Operations Centre.

- TNPI Head Office, 310-45 Vogell Road, Richmond Hill, Ontario
- TNPI Alberta Products Pipe Line Office, Unit 109, 5305 McCall Way N.E. Calgary, Alberta



## 6.4 TNPI Emergency Response Resources

### 6.4.1 Emergency Response Trailers

TNPI has positioned emergency trailers at key location to support a response to an emergency across the service network.

#### **Toronto System – TNPI Elmbank Office, Mississauga, ON**

- Oil Spill containment
- Mobile command centre

#### **Montreal System - Kilbirnie Pump Station, Kingston, ON**

- Oil Spill containment

#### **Montreal System - Lancaster Office, South Glengarry, ON**

- Oil Spill containment
- Mobile command centre

#### **APPL System - Edmonton Pumping Station, Sherwood Park, AB**

- Oil Spill containment

### 6.4.2 Facility Spill Response Kits

TNPI has emergency response spill kits located at each of its terminals, pumping and measuring stations.

### 6.4.3 Emergency Repair Sleeves / Clamps

TNPI maintains a rotating inventory of split-sleeves in IFS (Enterprise Resource database).

Search Inventory Part in Stock - Part numbers:

- 12670 Petrosleeve 10"
- 12671 Petrosleeve 16"
- 12672 Petrosleeve 12"
- 12734 Split Sleeve 12" (APPL)
- 12673 Petrosleeve 20"
- 12754 Sleeve 10" x 18"
- 12793 Oversleeve 20" (half)
- 12799 Pipe Sleeve 17" (half) (Oversleeve 16")

### 6.4.4 Mutual Emergency Assistance Agreement (MEAA)

The Emergency Management Industry Working Group agreement formalizes their intentions to assist one another, on a voluntary basis, during an emergency event to provide support including, but not limited to, personnel, services, equipment and consumables.





#### 6.4.5 Western Canadian Spill Services (WCSS)

Western Canadian Spill Services Ltd. maintains a cooperative that provides spill preparedness and response support services for pipelines that are members in good standing Alberta. WCSS supports members by providing an Oil Spill Contingency Manual, training and deployment exercises while maintaining water and wildlife emergency equipment caches for use by any member company.

### 6.5 TNPI Emergency Response Contractors

Emergency response contractors are an integral part of any emergency response. TNPI emergency response contractors have the resources and capabilities that can support response management, containment and clean-up efforts and can provide areas of expertise and diverse capabilities to assist in an effective response when the size or nature of the response is beyond the capability of the TNPI ERT.

TNPI presently have service agreements with two (2) primary emergency response contractors. Additional contractors have been identified.

#### QM Environment

QM Environmental may be utilized to support the response to land and water-based incidents. QM Environmental is a 24/7/365 Canadian Emergency Response Contractor Alliance (CERCA) accredited organization that provides a myriad of emergency response and industrial services.

#### Clean Harbors

Clean Harbours may be utilized to support the response to land and water-based incidents. Clean Harbours is an organization that provides a myriad of emergency response and industrial services which operates 24/7/365 across TNPI's area of operations.

#### GFL

GFL may be utilized to support the response to land and water-based incidents. Its operations in Mississauga and Napanee maintain mobile industrial fire-fighting equipment and stores of firefighting foam concentrates. Additionally, GFL maintains a service agreement with Firemaster (oil & wellfield fire specialists); located in Red Deer, Alberta, which maintains an air transportable cache of industrial fire fighting equipment and stores of firefighting foam concentrates.

#### Eastern Canada Response Corporation / ECRC-SIMEC

Eastern Canada Response Corporation (ECRC) may be utilized to support the response to significant water-based incidents. ECRC is a 24/7/365 Transport Canada certified response organization that provides a robust on-water response and operational response management capacity. ECRC-SIMEC has response centres in Corunna, Ontario, and Verchères, Quebec with vessels and equipment suitable for response on the Great Lakes and St. Lawrence River systems.

Assistance from these Emergency Response Contractors is initiated by calling phone numbers listed in ERP **Appendix C**.

### 6.6 TNPI Emergency Management Consultants

Emergency management consultants are an integral part of any emergency response. TNPI emergency response consultants have the engineering and environmental science resources and technical capacity that can support response management and provide areas of expertise and diverse capabilities to assist in an effective response.



## 6.6.1

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

## 6.6.3 EmergWest

EmergWest is an emergency management consultant that provides response management services such as;

- Incident command system (ICS) management
- Incident command system (ICS) coaching and training

## 6.6.4 Firemaster

Firemaster is a professional industrial fire response organization capable in Tank Fire Suppression, Pipeline Rupture, Well Control and Spill Vapour Suppression including medical personnel, H2S and LEL detection, breathing air support and emergency decontamination.

## 6.6.5 GHD

GHD is an engineering consultant that through its emergency management division; GHD FIRST, provides a myriad of emergency management services 24/7/365. The following are key services delivered by GHD;

- Air quality monitoring and dispersion modeling
- Incident command system management
- Natural resource damage assessment
- Potential worker and community exposure characterization
- Shoreline cleanup and assessment technique
- Regulatory interface / liaison
- Data management
- Contamination assessment and remediation

## 6.6.6 Hill & Knowlton

Hill & Knowlton provides public relations and/or public affairs services such as;



- Crisis Management
- Crisis simulation exercises
- Crisis manual review
- Analysis and learnings from after action debrief from internal or industry events.

### **6.6.7 Shearwater Environmental Emergency Solutions Inc.**

Shearwater Environmental Emergency Solutions Inc. is an environmental emergency management consultant that provides a myriad of emergency management services such as;

- Incident command system (ICS) management
- Incident command system (ICS) coaching and training
- Regulatory interface / liaison
- Wildlife management

### **6.6.8 Stantec**

Stantec is an engineering consultant that provides a myriad of environmental engineering and emergency management services 24/7/365. The following are key services delivered by Stantec;

- Air quality monitoring and dispersion modeling
- Incident command system management
- Natural resource damage assessment
- Potential worker and community exposure characterization
- Shoreline cleanup and assessment technique
- Regulatory interface / liaison
- Data management
- Contamination assessment and remediation

### **6.6.9 The Response Group / TRG**

The Response Group (TRG) is a crisis management and emergency response service provider. TRG delivers services such as

- Crisis Management Team /Incident Management Team coaching
- Modeling/Trajectory Services
- Mobile command post equipment
- IAP Software documentation services and support.

### **6.6.10 TRIOX Environmental Emergencies**

TRIOX provides comprehensive services for environmental emergency preparedness and response. The following are key services delivered by TRIOX:

- Development of Contingency and Tactical response plans



Trans-Northern

## Emergency Response Plan

Doc. No.: 07386  
Revision No.: 16  
Revision Date: Mar 2024

- Training and exercise design, development and facilitation
- Technical and scientific studies and analysis
- Incident management for the entire operation or specific aspects of response.



## 7 Incident Assessment and Response Activation

TNPI operates an on-call system to support after hour call outs in the event of an actual or potential emergency.

### 7.1 TNPI System – Response Regions

The Trans-Northern Pipeline System or TNPI East has three operation and maintenance divisions, however Emergency Response is provided through the following two systems;

#### 7.1.1 Montreal System

The Montreal System area covers all segments of the Montreal and West Pipeline and facilities between the Montreal Pump Station and the Kilbirnie Pump Station. This includes the Trans-Northern Jet Fuel Pipeline to Dorval Measuring Station and the Ottawa Lateral Pipeline from the Farrans Point Terminal to the Ottawa Measuring Station.

The Montreal System maintenance offices are located in Montreal, QC and Lancaster, ON.

#### 7.1.2 Toronto System

The Toronto System area covers all segments of the West Pipeline and facilities between the Kilbirnie Pump Station and the Oakville Measuring Station. All pipeline and facilities associated with the Metro Line (Nanticoke Pump Station to North Toronto Terminals) and the Airport Lateral Pipeline from the Toronto Airport Junction to the Toronto Airport Terminal.

The Toronto System maintenance offices are located in Mississauga, ON.

Refer to **Figure 7-1**

### 7.2 TNPI / East System On-Call Response Management

Within TNPI East two (2) teams; made up of a pipeline technician and a facilities service technician are on-call after hours. Each system; Toronto and Montreal, are supported by these teams to allow for timely activation and response.

### 7.3 APPL System – Response Region

The Alberta Products Pipeline System or TNPI West consists of a single region:

#### 7.3.1 APPL System

The APPL System area covers all segments of pipeline and facilities between the Edmonton Pump Station and the Imperial Oil Meter Station in Calgary, including the Calgary Airport Lateral Pipeline.

The APPL System maintenance offices are located in Calgary and Edmonton, AB.

Refer to **Figure 7-2**

### 7.4 APPL / West System On-Call Response Management

Within TNPI West a single technician is on-call after hours. The on-call technician is supported by Field Services in the event additional expertise is required.



### Regional Field Services – Areas of Response Coverage

Figure 7-1 Trans-Northern Pipeline Regional Field Services

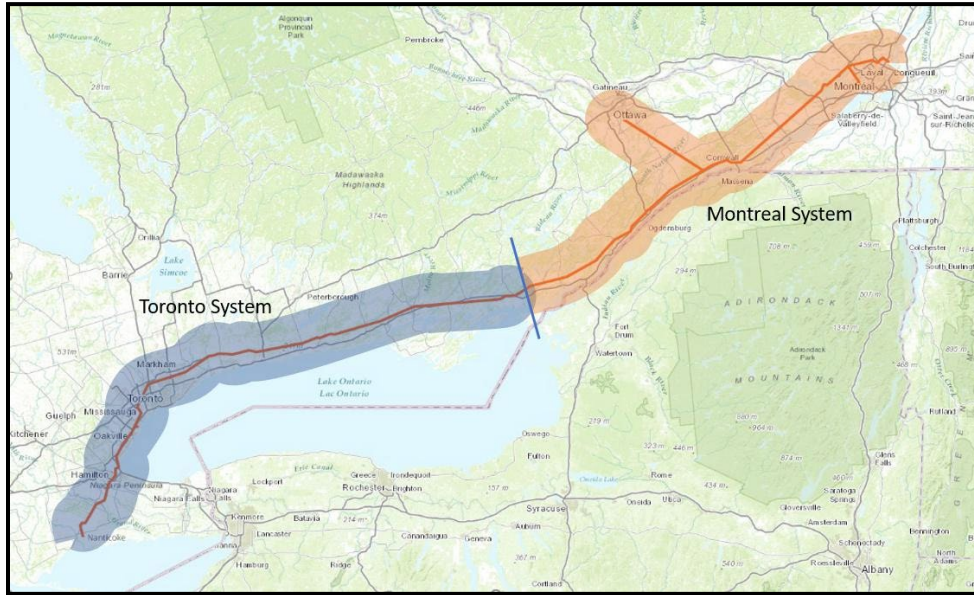
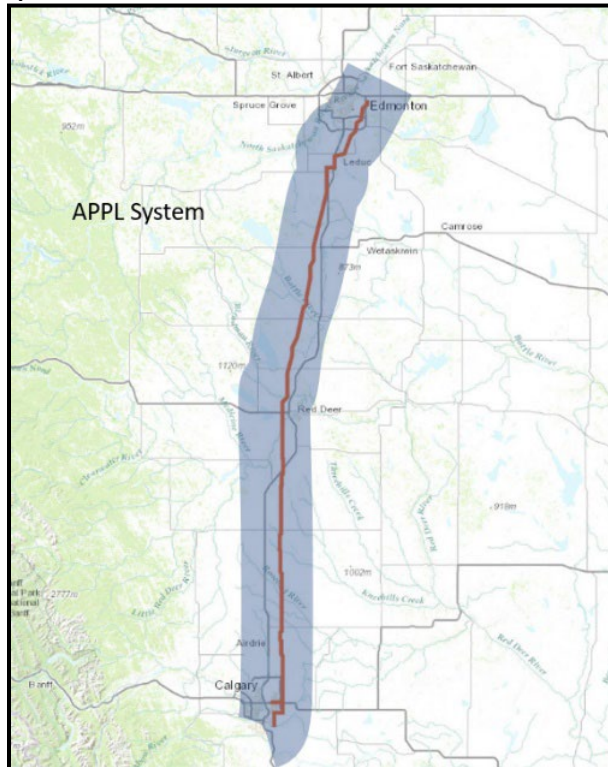


Figure 7-2 Alberta Products Pipeline Field Services





## 7.5 Incident Response Activation

Emergencies involving TNPI's facilities, infrastructure or operations can be detected and/or reported by members of the public, private property owners, Public First Responders, regular ground or aircraft patrol, or company personnel engaged in monitoring operating parameters. An incident may involve the following emergencies or threats:

- Pipeline control / SCADA alarm or trouble condition;
- Field identified integrity anomaly that has resulted in a spill, fire or explosion, reported to TNPI Line Control from TNPI Field Services or via TNPI emergency notification number from the public or emergency services;
- A pipeline strike notification from another pipeline, utility or other third party;
- Imminent security threat or attack;
- Severe weather event; or,
- Geo-hazard event.

The posted and distributed Emergency activation number: **1-800-361-0608** is answered 24/7/365 by a bilingual answering service. Information is collected and verbally transferred to TNPI Line Control and followed up with an email. If activation occurs through other channels such as an office line, cell phone or other media, the recipient must forward the information to Line Control: [REDACTED] to begin the activation process. The Response Activation and Assessment process is illustrated in **Figure 7-3**.

## 7.6 Response Process – Loss of Primary Containment (LOPC)

1. Emergency event activates **TNPI Line Control Emergency Response Plan (LCERP) (5456)**.
  - TNPI Line Control detects pipeline measurement anomaly 'Leak Alarm'; or
  - Notification of field identified anomaly or event is received or transferred to TNPI Line Control from TNPI emergency 24/7 Call Center, from Field Services or other callers
2. Based on the pipeline operation parameters or reported observations indicative of a potential loss of integrity the pipeline is shutdown in accordance with the TNPI Line Control ERP.
3. TNPI Line Control initiates a **Leak/Spill Action Report (5951)** and reported information is recorded
4. TNPI Line Control conducts notifications to Field Services and Product Movement / Scheduling.
  - Regional Field Services On-Call Technician(s) and/or Regional Field Services Supervisor and Manager of Product Movement or designate.
5. An Incident Command structure shall be established.
  - The TNPI Field Services Supervisor should assume Incident Command.
  - The Manager of Product Movement should assume Deputy Incident Command.
  - On-Call Technician(s) may assume the Deputy Incident Command or Operations Section Chief role, depending on complexities of response and engagement of municipal response services.
  - The TNPI Control Room Supervisor should assume Operations Branch Director of Line Control.



6. TNPI Line Control Operations Branch Director initiates an event chat in Microsoft Teams. The following staff and/or groups are notified; as required, of the chat to support event investigation and initial response.
  - Field & Technical Services Management [**Technical Specialist / Advisor**]
  - Integrity Engineering group (pipeline) [**Technical Specialist**]
  - **Facilities Reliability group (Technical Specialist)**
  - Environment Group [**Technical Specialist**]
  - Emergency Management Group [**Technical Specialist**]
  - Occupational Health & Safety Group [**Technical Specialist**]
7. TNPI Incident Commander shall notify TNPI Leadership as required.
  - President and Chief Executive Officer
  - Vice-President, Operations & Corporate Safety
  - Vice-President, Engineering & Integrity
  - Director, Regulatory & External Affairs
  - Manager, Environment, Emergency Management & Security
  - Manager, Occupational Health & Safety
8. TNPI Line Control initiates a pressure trend analysis in accordance with the TNPI Line Control ERP.
  - Trend analysis findings are reported to notified TNPI personnel e.g. Field Services Supervisor and Manager of Product Movement, etc.
9. TNPI Line Control Operations Branch Director should request a integrity assessment from TNPI pipeline and/or facilities engineering group(s) with findings reported to Line Control to assist in establishing line status.
10. Activated TNPI Regional Field Services Technicians should coordinate with Field Services management, respond; in accordance with initial response guidance i.e. Initial Responder Handbook, confirm the location of the event, conduct a site assessment, develop an initial Safety Plan and document using the ICS 201 form.
11. An Incident Command Post is identified as required.
12. The TNPI Incident Commander may transfer remote communication to applicable Microsoft Teams ICS channels if incident progresses to a greater response.
13. During the LOPC site assessment TNPI may liaise with on-site municipal emergency services in accordance with unified command practices.
14. TNPI Incident Commander or delegate may liaise with TNPI Environment, Emergency Management & Security (EEMS) to support LOPC site assessment.
15. TNPI Incident Management may facilitate external notifications to municipal emergency services as required (9-1-1).





16. TNPI Incident Management shall notify TNPI Regulatory and External Affairs to facilitate any provincial and federal regulatory notifications as per the TNPI **Event Reporting Procedure (04152)**.

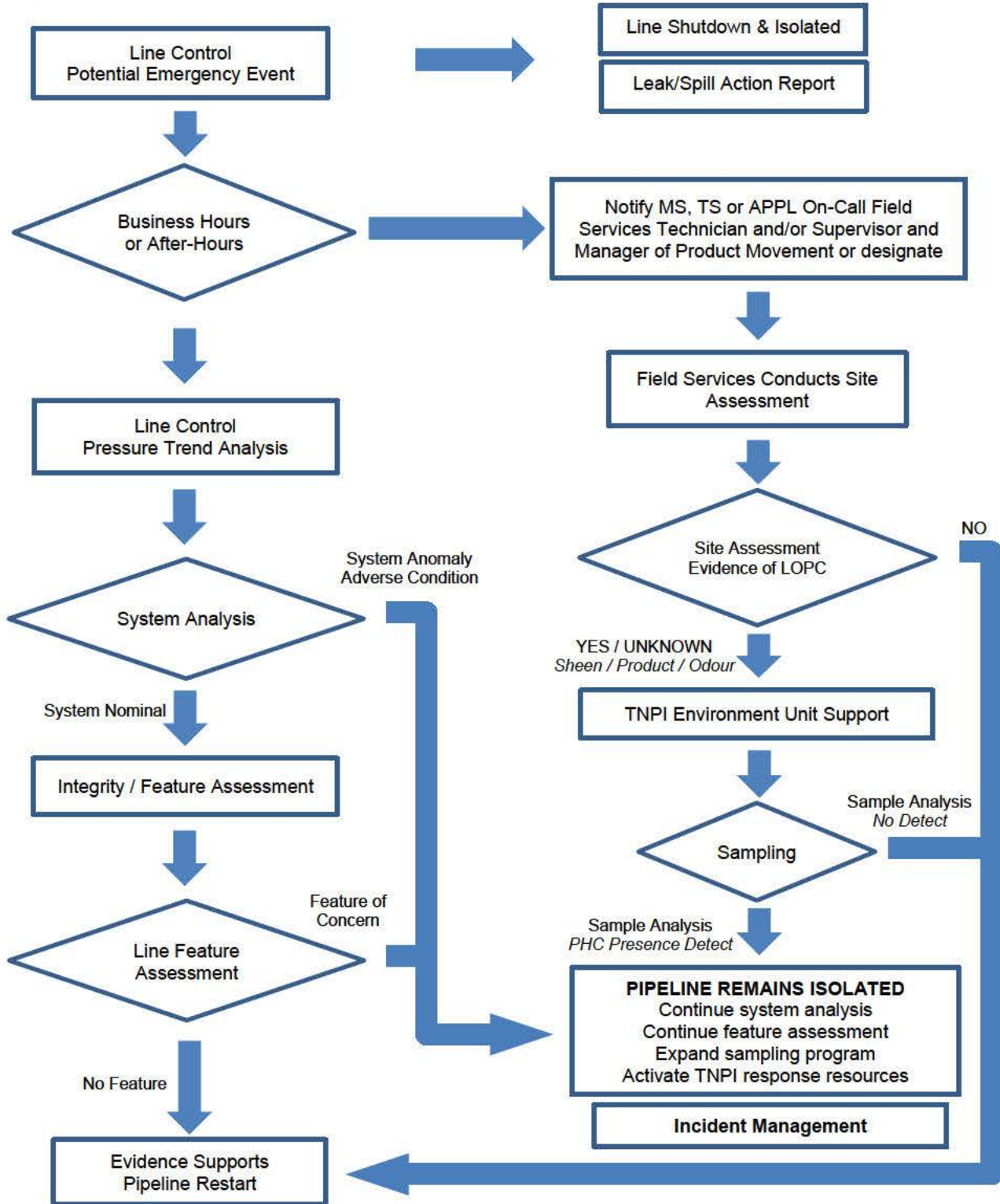
*In the regions where TNPI operates there is a duty to provide notification forthwith (as soon as it is known or ought to be known) if any emergency; such as, but not limited to, a spill or discharge of a pollutant into the environment has occurred.*

17. The TNPI Incident Commander may activate additional TNPI personnel as required and obtain support, e.g., Emergency Support Group or Emergency Response Team members, Technical Specialist.
18. The TNPI Incident Commander may activate TNPI emergency response contractors / consultants as required to support the LOPC assessment process.
19. The emergency incident response will be managed in accordance with TNPI's **Emergency Response Plan (07386)**.
20. The TNPI Incident Command structure will remain operational until restart criteria established by the Manager of Product Movement has been met.
21. TNPI Field Services will remain on-scene through start-up, on standby for one (1) hour or as directed by the TNPI Incident Commander.
22. Post start-up event reporting (Intelex) and ICS documentation retention will be managed in accordance with TNPI Event Reporting (04152) and Record Retention and Information Control (02601) procedures.
23. Residual maintenance tasks may continue under a project management basis.



## 7.7 Initial Response Activation and Assessment of LOPC Event

Figure 7-3 Initial Response Activation and Assessment of LOPC Event





## 7.8 Response Process – Threat Event

**Section 7.6** lays out the process for the initial response to events that involve the loss or suspected loss of primary containment, however, other events; e.g., security threat, severe weather, etc. may be identified which require emergency actions. The following identifies the process in which TNPI should respond to an event that has been deemed to be an emergency or that has the potential to evolve into an emergency. Additionally, TNPI **Business Continuity Plan (02320)**, **Disaster Recovery Plan (01757)** or **Pandemic Plan (02599)** may be utilized to assess and support response actions. The Response Activation and Assessment process is illustrated in **Figure 7-4**.

1. A threat event activates TNPI **Line Control Emergency Response Plan (5456)**.
  - Notification of an elevated threat event is received or transferred to TNPI Line Control from TNPI leadership, employees or from emergency 24/7 Call Center or other callers e.g., bomb threat, protest, etc.
2. TNPI Line Control initiates a record of the reported information.
  - a. **Suspicious Activity and Sites Security Procedure (12192)**
  - b. **Bomb Threat/Threatening Call Procedure (05379)**
3. Based on the threat or reported field observations the pipeline may be shutdown in accordance with the TNPI Line Control Emergency Response Plan.
4. Based on the threat or reported observations, the facility or office may be evacuated. Evacuation risks need to be considered and mitigated to determine if this action is safe and to what level of evacuation is appropriate, e.g., office, floor, building.
5. TNPI Line Control conducts notifications to Field Services and Product Movement / Scheduling and/or Business Services.
  - Regional Field Services On-Call Technician(s) and/or Regional Field Services Supervisor, Manager of Product Movement or designate, and/or Director Business Services and Secretary Treasurer.
6. An Incident Command structure shall be established.
  - The TNPI Field Services Supervisor should assume Incident Command.
  - The Manager of Product Movement should assume Deputy Incident Command.
  - On-Call Technician(s) may assume Deputy Incident Command or Operations Section Chief role, depending on complexities of response and engagement of municipal response services.
  - The TNPI Line Control Supervisor should assume Operations Branch Director of Line Control.
7. TNPI Line Control Operations Branch Director initiates an event chat in MS Teams. The following staff and/or groups are notified; as required, of the chat to support event investigation and initial response.
  - Field & Technical Services Management [**Technical Specialist / Advisor**]
  - Business Services Group [**Technical Specialist**]
  - Emergency Management Group [**Technical Specialist**]
  - Security Management Group [**Technical Specialist**]
  - Occupational Health & Safety [**Technical Specialist**]

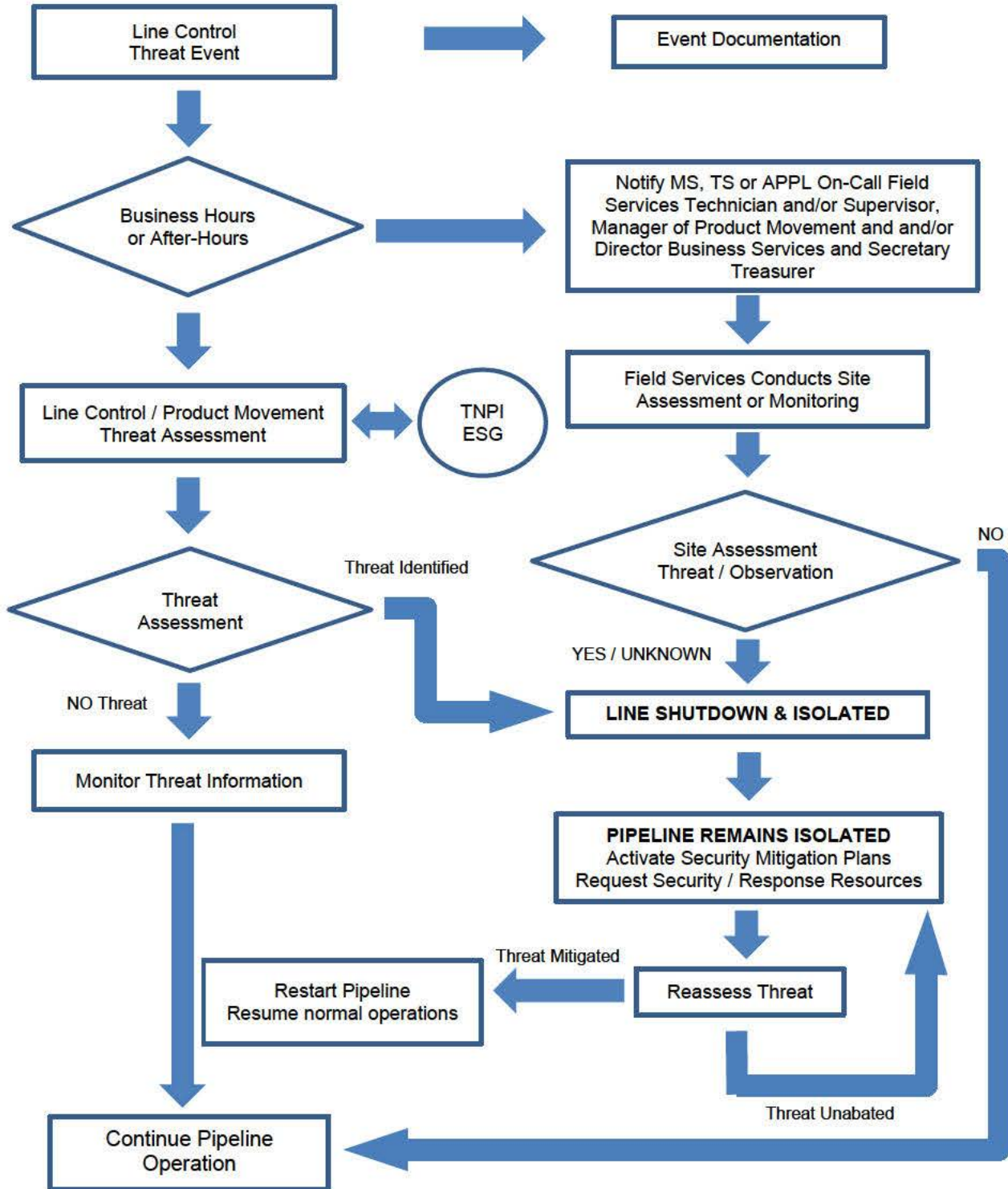


8. TNPI Incident Commander shall notify TNPI Leadership as required
  - President and Chief Executive Officer
  - Vice-President, Operations & Corporate Safety
  - Director, Business Services & Secretary Treasurer
  - Vice-President, Engineering & Integrity
  - Director, Regulatory & External Affairs
  - Manager, Environment, Emergency Management & Security
  - Manager, Occupational Health & Safety
  - Activated TNPI Regional Field Services Technicians shall coordinate with Field Services management, establish and institute a response or monitoring approach.
9. An Incident Command Post is identified as required.
10. The TNPI Incident Commander may transfer remote communication to applicable Microsoft Teams ICS channels if incident progresses to a greater response.
11. TNPI shall liaise with on-site municipal emergency services in accordance with unified command practices.
12. TNPI Incident Commander or delegate should liaise with TNPI Environment, Emergency Management & Security (EEMS) and/or conduct a consequence analysis (Resources-at-Risk Assessment) and identify initial response objectives.
13. TNPI Incident Management may facilitate external notifications to municipal emergency services as required (9-1-1).
14. TNPI Incident Management shall notify TNPI Regulatory and External Affairs to facilitate any provincial and federal regulatory notifications as per the TNPI **Event Reporting Procedure (04152)**.
15. The TNPI Incident Commander may activate additional TNPI personnel as required and obtain support, e.g., EEMS, Emergency Support Group, Disaster Recovery Group and/or or Emergency Response Team members.
16. The TNPI Incident Commander activates TNPI emergency response contractors / consultants as required.
17. The TNPI Incident Commander implements measures to mitigate active and/or potential threat.
18. Threat is reassessed by TNPI Incident Command. Outcome should trigger additional mitigation or if threat is abated restart criteria is established.
19. The TNPI Incident Command structure will remain operational until restart criteria established by the Manager of Product Movement.
20. Post start-up event reporting (Intelix) and ICS documentation retention will be managed in accordance with TNPI Event Reporting (04152) and Record Retention and Information Control (02601) procedures.



### 7.9 Initial Response Activation and Assessment to Threat

Figure 7-4 Initial Response Activation and Assessment to Threat Chart



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Figure 7-5 Initial Incident Phase - Timeline							
TNPI Initial Incident Commander	Personnel and Equipment		Comments	Documents	Estimated Cumulative Time		
	Internal Resources	External Resources			Actual Time to Complete	Min-Estimate	Max-Estimate
<b>All Reported Incidents</b>							
Mobilization to site <ul style="list-style-type: none"> <li>Check wind direction to ensure safe approach to the incident scene</li> <li>Stop 500M from incident and complete initial assessment.</li> <li>Stop 100M from the incident and complete initial assessment</li> </ul>	TNPI System On-Call personnel		Process follows the TNPI Initial Responder Handbook	TNPI Initial Responder Handbook (10255) ICS 214	On Route 0.5-2.5 Hrs.	0.5 Hrs. 30 mins	2.5 Hrs.
Arrive on Site	TNPI System On-Call personnel	Municipal emergency services	If there are public first responders on site when you arrive, then respect their isolation zone and complete your own initial assessment to ensure it is safe to request access to the site. Ask for the Commanding Officer / Incident Commander on the site. Identify yourself as a TNPI employee, and engage the Incident Commander in a Unified Command  If there are no first responders on-scene, establish a Command Post.  <b>Note</b> All operations from this point forward need to be approved by the Incident Commander or Unified Command. If there are by-standers on site when you arrive, ask them to remove themselves from the area and complete your initial assessment and scene security measures	TNPI Initial Responder Handbook (10255)	N/A	0.5 hours (30min)	2.5 hours
Initial safe entry and site assessment <ul style="list-style-type: none"> <li>Don PPE</li> <li>Initial assessment and zoning</li> <li>Site security</li> <li>Site entry</li> <li>Site assessment</li> </ul>	TNPI System On-Call personnel		Process follows the TNPI Initial Responder Handbook	TNPI Initial Responder Handbook (10255) ICS 214 (04716) ICS 201	0.5 - 1 hr.	1 hr.	3.5 hrs.
Incident Classification	TNPI System On-Call personnel		If not evident earlier in the incident, sufficient information will now be available to classify the event as outlined in <b>Section 9.7</b> .  If incident is determined to be an Alert or a Level 1 incident, the Initial Incident Commander may declare the event a project and may manage the site as a day-to-day operation utilizing maintenance procedures and forms. (Do not continue on this form)  If incident is determined to be a Level 2 or Level 3 incident, then the incident continues using ICS process and forms (Continue on this form)	N/A	0.1 - 0.25 hrs.	1 hr.	3.75 hrs.

Figure 7-6 Level 2 and Level 3 Incidents							
Response resource activation	TNPI System On-Call personnel		Mobilization to incident scene, staging area or ICP Timing for resources to arrive on site may be immediate if they were activated during the initial activation process or may take several hours if activation is made at this time.	Update ICS 201 Resource Section	0 - 4 hrs.	1 hr.	7.75 hrs.
Health & Safety Plan / ICS 201-5 Update Initial Incident Briefing	TNPI System On-Call personnel		An Initial Health & Safety Plan (ICS201-5) is available in the TNPI Initial Responder Handbook Additional safety messaging or a comprehensive safety plan can be developed using the ICS 208. These documents will be used to brief incoming staff and contractors and to communicate safety and operational tasks	TNPI Initial Responder Handbook (10255) ICS 201-5 (11619) ICS 208 Safety Message (105029) ICS 206 Medical Plan (04708) Initial Health and Safety plan (04730)	N/A	1 Hrs.	7.75 Hrs.
Resources arrive on site	TNPI Emergency Response Team members TNPI response equipment	Response contractors Response consultants Mutual aid resources Agency resources	This process must be completed in an organized fashion to ensure staging areas, operational tasks, and the health & safety process is well understood by all arriving personnel Incoming personnel and equipment are accounted for and briefed by the Incident Commander or delegated personnel.	TNPI Initial Responder Handbook (10255) Update ICS 201 as resources arrive.	0.25 - 0.5 hrs.	1.5 hrs.	8.25 hrs.
Revision of the ICS 201 Revision of the Health & Safety Plan / ICS 201-5			The process of planning and approving additional operational tasks on the site will occur until a formal Command structure has been established and the first Incident Action Plan (IAP) has been completed  It is assumed Planning and Operations are being undertaken by trained personnel with experience in Emergency Response. Notwithstanding all new operations and associated Health & Safety needs must be approved by the Incident Commander and updated on the ICS 201 and Health & Safety plan  Additional operational tasks are identified as needing completion. These tasks are planned for, discussed and approved by the Initial Incident Commander. Additions are made to the existing ICS 201 and OHS plan to encompass work following approval	Update ICS 201 Update ICS 201-5 - ICS 208 as required for new operational tasks.	6-12 hrs.	7.5 hrs.	20.25 hrs.
Initial Response Phase END - The ICS Planning Cycle now takes over until the incident is transitioned into a project.							





## 7.10 Initial Response Roles & Responsibilities

### 7.10.1 Supervisor, Control Room

#### Role

The Control Room Supervisor; once notified, works closely with the Field Services Regional Supervisor to facilitate the incident assessment. The Control Room Supervisor may assume the role of Operations Branch Director or as an Advisor to the Incident Commander until the event has been stood down or once communication with Line Control operations is no longer imperative to the response.

#### Responsibilities

- Oversee the response to any emergency notification to TNPI Line Control.
- Maintain line of communication with the Incident Commander.
- Oversee line shut-down, isolation and depressurization.
- Oversee a system analysis, e.g. pressure trend assessment, alarm condition trouble-shoot, etc.
- Investigate internal notifications and establish event chat to coordinate initial incident communications.

### 7.10.2 Field Service Regional Supervisor

#### Role

As the Incident Commander the Field Service Regional Supervisor; once notified by the On-Call Technician, manages the Field Service incident assessment. The Field Service Regional Supervisor will remain the Incident Commander until the event has been stood down or an approved Emergency Response Team Incident Commander has arrived on site.

#### Responsibilities

- Manage the Field Service initial response assessment.
- Maintain line of communication with TNPI Line Control.
- Conduct or ensure the completion of notifications to municipal emergency services and that TNPI Regulatory and External Affairs has been notified to facilitate any provincial or federal regulatory notifications.
- The TNPI Incident Commander may transfer remote communication to applicable MS Teams ICS channels and establish.
- Activate emergency response resources (contractors, consultants, etc.) as required.
- Ensure cost controls are established with Finance and Administration.
- Incident management should liaise with TNPI Environment, Emergency Management & Security (EEMS) and conduct a consequence analysis (Resources-at-Risk) and identify initial response tactics.
- Ensure applicable health & safety plans, permits, ICS 201-5 / ICS 208, etc. are developed, implemented and adhered to by TNPI and TNPI contractors.
- Establish and maintain an ICS 214 – Personal / Unit Log.
- Establish and maintain an ICS 201 Incident Briefing.
- Confirm and communicate the directions from the incident site to the nearest emergency medical facility.



- Continue to document implemented response and recovery tactics as they are implemented.

### **7.10.3 Field Service Regional On-Call Technician**

#### **Role**

As either a Deputy Incident Commander or Operations Section Chief the Field Service On-Call technician; once notified by Line Control, oversees the Field Service on-site incident assessment. The Field Service On-Call technician will remain the Deputy Incident Commander or Operations Section Chief until the event has been stood down or an approved Emergency Response Team Deputy Incident Commander or Operations Section Chief has arrived on site.

#### **Responsibilities**

- Oversee the Field Service on-site initial response assessment.
- Maintain line of communication and situation status with the Incident Commander.
- Liaise; on behalf of the Incident Commander, with attending municipal emergency services, e.g. Fire Service, Police, EMS, municipal public works, etc.
- Manage contracted resources and establish a personnel accountability system to track response resources and personnel i.e., ICS 211.
- Secure and protect evidence as reasonable.
- Coordinate a staging area for activated response resources.
- Establish and maintain an ICS 214 – Personal / Unit Log;

### **7.10.4 Manager, Product Movement**

#### **Role**

The Manager of Product Movement; once notified, establishes line operation and restart criteria. As an Advisor to the Incident Commander they monitor Line Control and Field Service observations. The Manager of Product Movement will remain an Advisor to the Incident Commander until evidence supports a stand-down to the response and a restart of the affected line.

#### **Responsibilities**

- Maintain line of communication with the Incident Commander.
- Liaise with TNPI Integrity Engineering and assess pipeline status.
- Assess system integrity information and Field Service observations.
- Establish line restart criteria.



## 8 Response Communication

### 8.1 Initial TNPI Notification and Activation

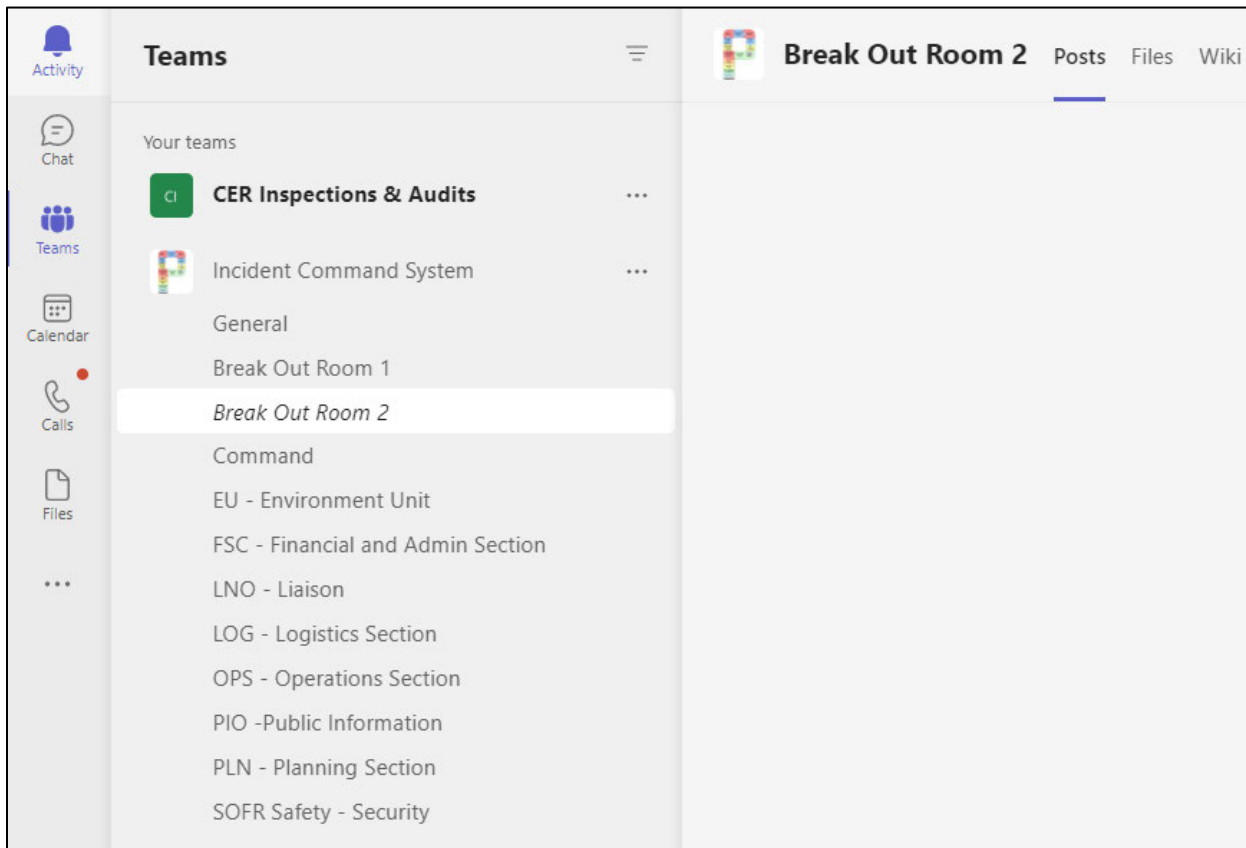
TNPI Line Control upon incident activation shall notify the appropriate TNPI personnel associated with Product Movement, Operations / Field Services and supporting departments. Such initial notifications will occur by phone and may include ongoing communication through the use of the Microsoft Teams platform. An ‘incident specific chat’ may be initiated to support the initial Line Control investigation. Upon confirmation of a loss of primary containment or other confirmed emergency the TNPI Incident Commander (Field Service Regional Supervisor/Manager) shall migrate initial response communication to TNPI’s Microsoft Teams Incident Command System Channels until an onsite presence / command post has been established.

### 8.2 Incident Command Communications

Until an onsite presence / command post has been established TNPI may utilize the TNPI’s MS Teams Incident Command System Channels to support incident management communication. The MS Teams platform may be utilized in conjunction with other communication systems to maintain situational awareness and communication with remote staff supporting the response.

TNPI has established twelve (12) channels with MS Teams. The available channels can be noted in **Figure 8-1**.

Figure 8-1 TNPI MS Teams Incident Command System Channels





## 8.3 Incident Management Documentation and Situational Awareness

TNPI has adopted the Incident Action Plan (IAP) Software as an incident and crisis management tool for all-hazards response. The IAP software is compliant with Incident Command System (ICS) forms and processes. Refer to **Figure 8-2**

The IAP software supports TNPI during incident management with initial response, response resource tacking, tactical planning process, situational awareness, and document preservation.

TNPI responders can access the IAP software at the following web address:

<https://webiap.iapsoftware.com/IAP6/Account/Login>

Figure 8-2 IAP Software Login Screen(s)



### 8.3.1 IAP Software Access

There will be times during a response when new staff, contractors or consultants will need to be granted access to the IAP software. Use the Request Access link on the home page to access the form, if there are any issues contact the Manager, Environment, Emergency Management & Security.

**8.3.2 Situational Awareness**

Upon logging into the IAP software and selecting the applicable incident, TNPI responders or supporting resources may review a situation summary / status board. A navigation pane connects the user with each of the applicable ICS documents and / or processes. Refer to **Figure 8-3**

**Figure 8-3 IAP Software Situation Summary / Status Board and Navigation Pane**



**8.3.3 ICS Documentation / Forms**

While TNPI has been migrating towards a digital format for incident management there will always be the need for paper ICS forms and documentation.

All ICS forms can be accessed and/or printed from the IAP software. Additionally, ICS forms can be accessed and printed through the TNPI Intellex portal while printed copies are available from the Document Unit of each Regional ERT.



Trans-Northern

## Emergency Response Plan

Doc. No.: 07386  
Revision No.: 16  
Revision Date: Mar 2024

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## 9 Incident Response

### 9.1 Initial Incident Assessment

In compliance with the TNPI Initial Response Handbook TNPI personnel independently or in coordination with the responding emergency services shall ascertain the potential consequences of the event and classify it in accordance with Regulator established incident attributes. This classification will assist TNPI and Regulators to determine which emergency response resources should be activated and to establish the appropriate public safety measures.

***In the event of a reported fire or explosion from the public or municipal emergency service or a significant monitored alarm/trouble condition by TNPI Line Control which requires a Fire, or Police response, a Level 3 response shall be immediately initiated.***

Refer to **Section 9.7** Incident Characterization to determine the applicable tier or level.

### 9.2 Initial Incident Response Objectives

Upon arrival on the scene of an emergency or upon the determination of an initial assessment the TNPI Incident Command shall immediately take emergency response measures reflecting TNPI's core emergency response objectives.

#### Life Safety

- Protect TNPI staff, responders, contractors, and the public

#### Incident Stabilization

- Implement initial control measures to mitigate any release and/or ongoing threats

#### Minimize the impacts

- Consider people, environment, property, assets, reputation

### 9.3 Initial Response Strategies

Incident specific objectives should guide TNPI in the development of response strategies, however, the TNPI Incident Management Handbook offers additional guidance regarding response objectives and strategies. The following sections outline primary response strategies that should be considered during all responses:

- Safety and Scene Control
- Incident Mitigation
- Incident Response Safety Zones
- Characterization of Incident
- Response Safety Management
- Discharge Analysis and Consequence Assessment
- Preservation of evidence

### 9.4 Safety and Scene Control

The protection of Life, Environment and Property are the prime Objectives of the Plan. Plan Objectives are outlined in **Section 5.2** of the plan with additional guidance for Objectives identified in **Section 9** of the **Incident Management Handbook (08408)**.



Safety and scene control will be established by the TNPI Incident Command or delegate if not yet established by municipal emergency services. Scene control will ensure that access is restricted to the public and access for responders is through a controlled access corridor set up during site staging. Scene control will also establish safe entry guidelines.

Additional warnings / controls shall be considered in the form of roadblocks, barrier tape and/or warning signs to communicate the hazard(s). Smoking or other sources of ignition must be prevented at the scene of the spill and down-wind from spill site.

Occupational safety is of paramount importance in the conduct of Company business. Every effort will be taken to provide a safe work environment, identify and control health and safety hazards, and promote the health and safety of all company employees and contractor personnel.

#### 9.4.1 First on Site

The first person on site must ensure all hazards are identified and any known or anticipated life safety conditions are mitigated.

The initial response should also consider preserving evidence of the event, but this will not take precedence over life safety conditions or the threat of environmental damage.

Refer to the TNPI Initial Responder Handbook for initial response guidance.

#### 9.4.2 Pre-Entry Safety

- Complete Safety Checkpoint Assessment and Hazard Assessment;
- Define communication plan and reporting structure;
- Decide if it is safe to enter the site based on the findings of the Assessments;
- Don appropriate personal protection equipment;
- Establish safe point of entry and alternate evacuation up-wind, up-hill, up-stream of the potentially affected area;
- Define safety zones from a distance (hot, cold, warm) and use barrier tape or other means to define perimeters;
- Determine if people are injured or trapped. Activate First Responders as applicable;
- Complete Initial Health & Safety Plan (ICS 201-5).

#### 9.4.3 Safe Entry Guidelines

Site entry must be made by a minimum of two individuals or one individual utilizing the TNPI **Working Alone Procedure (04059)**. If atmospheric/respiratory conditions and/or occupational limits are unknown, entry must be made with applicable monitoring and respiratory PPE.

#### 9.4.4 Conditions for non-entry

**NO ENTRY** - involved fire conditions or imminent fire conditions;

**NO ENTRY** - above or below safe oxygen concentrations;

**NO ENTRY** – above 3% Lower Explosive Limit (LEL);

**NO ENTRY** – when exposure to product(s) are above the applicable Threshold Limit Value (TLV) without appropriate respiratory protection that will be donned by entry team, for more information TNPI **Air Testing Equipment, Monitoring and Calibration (02800)**;

**NO ENTRY** - when limits exceed or may exceed safe working ranges of the respiratory protection chosen and donned by entry team;





**NO ENTRY** - when conditions may result in excessive contact or chemical immersion;

**NO ENTRY** - when there is a risk of contact with hazardous energies (electrical, mechanical, hydraulic, pneumatic, chemical, nuclear, thermal, gravitational or other energy that can harm personnel)

#### 9.4.5 Other Hazards

There are a number of additional potential hazards faced during spill response including Slips, Trips and Falls. Special care should be taken when walking on oiled surfaces, water banks, especially during night-time operations. The Site-Specific Health and Safety Plan should identify these potential hazards, and they must be clearly communicated to responders.

## 9.5 Incident Mitigation

Initial incident mitigation will reduce or eliminate the threat to people, the environment and property and can reduce the overall impact of an emergency or spill. Response actions and mitigation procedures undertaken at the time of an incident can ultimately influence the duration, magnitude and extent of consequences.

While it is important to initiate the following measure as soon as possible they should be commenced only if it is safe to do so. Personnel safety shall be the primary response objective.

### 9.5.1 Site Control Measures

- Isolate or Initiate emergency shut down procedures on all equipment and remove all potential source of ignition when a loss of primary containment may have occurred.
- In the event of a fire activate appropriate alarm or provide notification to TNPI Line Control.
- Extinguish incipient fires if trained to do so.
- Isolate all accessible site drainage valves in effort to contain or direct any petroleum product or impacted surface waters to site containment.
- Where site drainage is facilitated via ditches / culverts utilize available materials and/or equipment to establish berms or containment structures.
- Utilize sorbent pads / booms to contain petroleum product where appropriate.
- Consider the use of fire-fighting foam on contained pools of petroleum product to prevent petroleum vapour migration and protection against ignition.
- Coordinate a staging area for activated response resources.

### 9.5.2 Off-site Control Measures

- Where off-site migration of petroleum product or impacted surface waters has or may occur, review and implement with contractor support the TNPI Control Points. If no pre-identified control points have been established, survey area for potential locations to implement control measures with contracted services.
- Monitor and / or support the monitoring of all offsite storm and sanitary drainage.
- Notify immediate stakeholders e.g. neighbouring properties, if safe to do so.
- Where applicable and in coordination with local authorities, isolate and secure the incident site to prevent unauthorized entry of the public into areas potentially impacted by the emergency.

- In the event an evacuation has been ordered TNPI will coordinate with the local municipality to support the establishment of a reception centre. Appropriate TNPI personnel will be designated to support the centre, facilitate additional services and disseminate public information.

## 9.6 Incident Response Safety Zones

The TNPI On-call should; using their vehicle as the safety checkpoint, identify the Warm Zone perimeter (approx. 100 M upwind from the incident site) and additional safety zones as required. **Figure 9-1** illustrates approximate safety zones.

### 9.6.1 Hot Zone - Emergency Responder Isolation Zone (50 M)

This zone may expand, or contract based on the hazards present but often will consist of atmospheric hazards above TLV requiring respiratory protection, flammable atmospheres above 3% LEL and/or may be contaminated with a refined petroleum product.

### 9.6.2 Warm Zone (100 M)

This zone provides a buffer between the hot and cold zone. An access and egress route up-wind of the incident site will limit the overall impact from the site and provide a safe route to a staging area or a location to conduct decontamination of personnel and equipment.

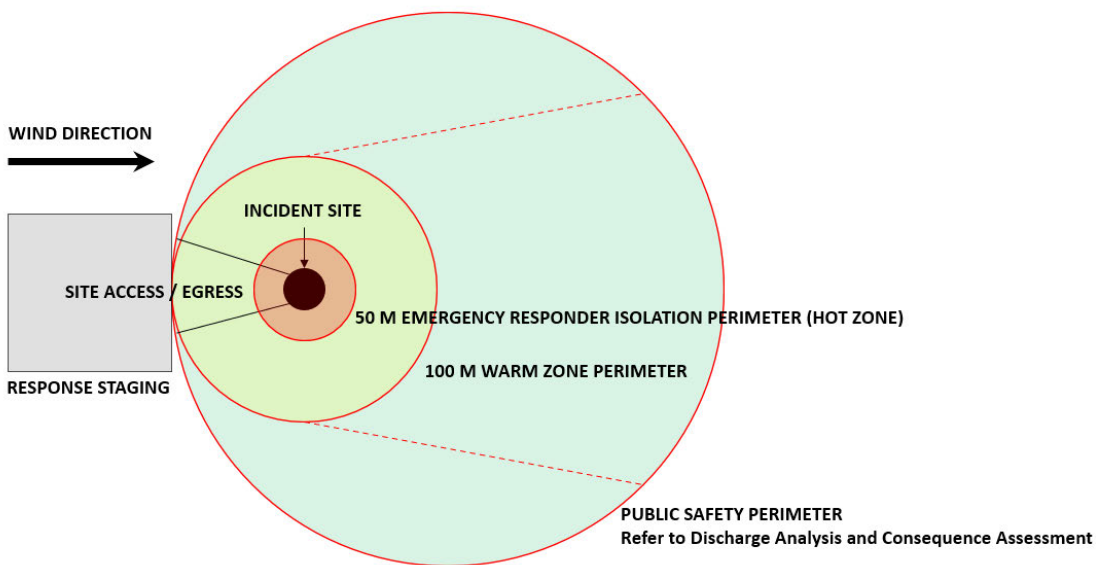
### 9.6.3 Cold Zone - Public Safety Perimeter (300 M)

This zone establishes a protective safety zone ensuring the protection of the public from any hazards associated with the incident and a safe zone where staging and command of an incident can occur.

### 9.6.4 Cold Zone – expanded Public Safety Perimeter – Fire or other threats (800 M)

This zone establishes a protective safety zone ensuring the protection of the public from any hazards associated with the incident and a safe zone where staging and command of an incident can occur in the event a fire has initiated or involves a tank used for the storage of petroleum or ongoing security threats.

**Figure 9-1 Incident Response Safety Zones**





### 9.7 Classification of Incident

Incident Classification will be completed by the initial TNPI Incident Commander. This classification will assist TNPI determine which emergency response resources should be activated and to establish the appropriate public safety measures; if not yet established. The following assessment criteria will assist in establishing the incident threat level, recommended actions and the potential for escalation. Refer to **Table 9-1**

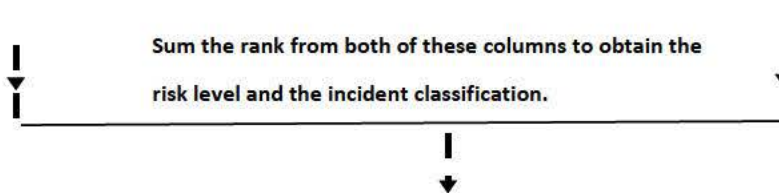
***In the event of a reported fire or explosion from the public or municipal emergency service or a significant monitored alarm/trouble condition by TNPI Line Control a Level 3 response shall be immediately initiated.***

**Figure 9-2 Assessment Matrix for Classifying Incidents**

Rank	Category	Example of consequence in category
1	Minor	<ul style="list-style-type: none"> <li>No worker injuries.</li> <li>None or low media interest.</li> <li>Liquid release contained on lease.</li> </ul>
2	Moderate	<ul style="list-style-type: none"> <li>First aid treatment required for on-site worker(s).</li> <li>Local and possible regional media interest.</li> <li>Liquid release not contained on lease.</li> </ul>
3	Major	<ul style="list-style-type: none"> <li>Worker(s) requires hospitalization.</li> <li>Regional and national media interest.</li> <li>Liquid release extends beyond lease - not contained.</li> </ul>
4	Catastrophic	<ul style="list-style-type: none"> <li>Fatality</li> <li>National and international media interest.</li> <li>Liquid release off lease, not contained - potential for oil is affecting water or sensitive terrain.</li> </ul>

Rank	Descriptor	Description
1	Unlikely	The incident is contained or controlled, and it is unlikely that the incident will escalate. There is no chance of additional hazards. Ongoing monitoring required.
2	Moderate	Control of the incident may have deteriorated but imminent control of the hazard by the Company is probable. It is unlikely that the incident will further escalate.
3	Likely	Imminent and/or intermittent control of the incident is possible. The Company has the capability of using internal and/or external resources to manage and bring the hazard under control in the near term.
4	Almost certain or currently occurring	The incident is uncontrolled and there is little chance that the Company will be able to bring the hazard under control in the near term. The Company will require assistance from outside parties to remedy the situation.

\* What is the likelihood that the incident will escalate, resulting in an increased exposure to public health, safety, or the environment?



Risk level	Assessment results
Very low 2-3	Alert
Low 4-5	Level-1 emergency
Medium 6	Level-2 emergency
High 7-8	Level-3 emergency



	Incident classification			
Responses	Alert	Level-1 emergency	Level-2 emergency	Level-3 emergency
<b>Comms</b>				
<b>Internal</b>	Discretionary, depending on Company policy.	Notification of off-site management.	Notification of off-site management.	Notification of off-site management.
<b>External public</b>	Courtesy, at Company discretion.	Mandatory for individuals who have requested notification.	Planned and instructive in accordance with the specific ERP.	Planned and instructive in accordance with the specific ERP.
<b>Media</b>	Reactive, as required.	Reactive, as required.	Proactive media management to local or regional interest.	Proactive media management to national interest.
<b>Government</b>	Reactive, as required. Notify Regulator if public or media is contacted.	Notify Regulator. Call local authority and health authority if public or media is contacted.	Notify Regulator, local authority, and health authority.	Notify Regulator, local authority, and health authority.
<b>Actions</b>				
<b>Internal</b>	On site, as required by Company.	On site, as required by Company. Initial response undertaken in accordance with the site-specific or corporate-level ERP.	Predetermined public safety actions are under way. Corporate management team alerted and may be appropriately engaged to support on-scene responders.	Full implementation of incident management system.
<b>External</b>	On site, as required by Company.	On site, as required by Company.	Potential for multi- agency (operator, municipal, provincial, or federal) response.	Immediate multi- agency (operator, municipal, provincial, or federal) response.
<b>Health &amp; Safety</b>				
<b>Internal</b>	Safe Work Permit. Field level Safety Orientation.	Safe Work Permit. Field level Safety Orientation.	Safe Work Permit. Field level Safety Orientation.	Safe Work Permit. Field level Safety Orientation.
<b>External</b>	Safe Work Permit. Field level Safety Orientation.	Safe Work Permit. Field level Safety Orientation.	Safe Work Permit. Orientation exempt. Contractor Standard Operating Procedures.	Safe Work Permit. Orientation exempt. Contractor Standard Operating Procedures.
<b>Resources</b>				
<b>Internal</b>	Immediate and local. No additional personnel required.	Establish what resources would be required.	Limited supplemental resources or personnel required.	Significant incremental resources required.
<b>External</b>	None.	Begin to establish resources that may be required.	Possible assistance from government agencies and external support services, as required.	Assistance from government agencies and external support services, as required.



## 9.8 Incident Stand Down

The decision to end a spill response or transition the incident to a recovery, long-term remedial or environmental monitoring operation is made by the Incident Commander having authority over the incident in consultation with the other Unified Command members. The decision is based on an assessment of clean-up operations and incident status to determine if there is any probability of the escalation of the incident.

Remedial efforts may continue for some time, until the point is reached where there is no longer a net environmental benefit in continuing. This decision shall be facilitated in collaboration with the authority having jurisdiction.



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## 10 Response Safety Management

### 10.1 Job Safety Analysis

At the onset of an emergency the TNPI Incident Commander or Safety Officer will identify whether the JSA process will be utilized to assess the risks associated with emergency response tasks or whether the ICS 215A 'Incident Action Plan Safety Analysis' will be utilized to assess the risks associated with emergency response tasks.

The existing **Job Safety Analysis (JSA) Procedure (06132)** is used to identify risks associated with tasks, activities, when the facility or operational conditions change. The purpose of the JSA is to mitigate risks before the task or activity takes place. This process is widely understood and utilized by TNPI Field Services to ensure safe and proper procedures are used when doing this type of work.

In either case the process should be completed by a representative from TNPI. This person may be the Safety Officer; in accordance with the ICS incident management structure. The results of the safety analysis should form the basis of the Site Health and Safety Plan. Field staff are expected to review and revise as required any JSA hazards and apply appropriate mitigations based on actual field conditions at time of work.

Special care and attention shall be given to:

- Standard Safe Operating Response Procedures (SOP),
- Potential product contamination exposures,
- Potential threats, e.g., bomb, fire, protest;
- Personal Protective Equipment to be worn;
- Air Testing and Monitoring Equipment

### 10.2 Exposure Protection

#### 10.2.1 Potential Product Exposures

Personnel involved in any response to petroleum product spills must be familiar with the possible effects of the exposure to large quantities of refined petroleum products transported throughout the pipeline.

The two (2) primary exposure pathways associated with petroleum hydrocarbons are:

- Skin Contact (absorption)
- Vapour Inhalation

#### 10.2.2 Personal Protective Equipment

The absorption of toxins through skin/eye contact can be greatly reduced through the wearing of oil-resistant Personal Protective Equipment (PPE). PPE selection will be determined by the Incident Command. Protective clothing is designed to reduce or eliminate the exposure of responders to chemical hazards. There are four levels of protective clothing recognized for use when handling hazardous materials. Each article of clothing has limits to the exposure of chemicals. The manufacturer's technical research data shall be consulted prior to use of PPE in an incident to ensure that the appropriate level of protection has been selected.

***The minimum level of PPE for TNPI responders will be Level D with the ability to incorporate respiratory protection.*** This should include but not limited to:

- Approved fire-resistant (F/R) coverall, high concentration of spilled material will require the use of FR rated Tyvek protective clothing;



- Hard hats with side impact protection;
- Impervious gloves may require leather gloves to be worn over the nitrile gloves. Do not re-use contaminated gloves;
- Safety Spectacles with side shields, high concentration of spilled material will require the use of Chemical Splash goggles or full-face respirator;
- CSA-approved steel-toed boots, may require rubber CSA approved boots.

During a response, the following shall be adhered to:

- PPE must be worn properly in order to fully protect responders;
- Responders must be trained on how to use the PPE;
- Damaged or heavily oiled PPE should be replaced as soon as possible;
- All responders leaving the Hot Zone must go through a decontamination zone to ensure oil is not transported beyond the contaminated area.

For additional information regarding Personal protective equipment refer to the TNPI **Personal Protective Equipment Procedure (03122)**.

#### 10.2.3 Atmospheric monitoring

Atmospheric monitoring is an integral part of scene safety. Direct reading gas monitors shall be used by responders under the direction of the Incident Command to quantify the concentration of known gases to ensure safety and compliance of workers. Record keeping of direct reading results will be kept throughout the duration of the incident. If vapour levels are determined to exceed safe working limits, it might be possible for responders to work while wearing half or full-face respirators fitted with appropriate cartridges. In this case, on-going vapour monitoring is essential to ensure vapour levels do not exceed safe working limits. Refer to **Air Testing Equipment, Monitoring and Calibration (02800)**.

#### 10.2.4 Materials of Interest

A hazard evaluation must identify the products involved. Safety data documentation (SDS) for TNPI products will outline the occupational exposure limits and the flammable limits of potential hazardous products. The Transport Canada Emergency Response Guidebook outlines the isolation distances. Refer to Sections 4.3 and 4.4 for additional information.

### 10.3 Decontamination

Decontamination is the process of removing or neutralizing contaminants or substances that have accumulated on personnel and equipment. Decontamination protects workers, the public and the environment from hazardous substances that may contaminate and eventually permeate the protective clothing, respiratory equipment, tools, vehicles, and other equipment used. Before scene entry, responding TNPI Facility personnel should define the potential decontamination process required in order to safely remove any contamination that responders may come into contact with to ensure that no contamination will be brought into the Cold Zone.

#### 10.3.1 Decontamination Methods

All personnel, clothing, equipment, and samples leaving the cleanup area must be decontaminated to remove any harmful substances otherwise the following must occur:

- Physically remove contaminants;





- Inactivate contaminants by chemical detoxification; and
- Isolate contaminants by removing protective equipment and packaging it in drums or bags for future decontamination or disposal.

## 10.4 Emergency Decontamination

In addition to routine decontamination procedures, emergency decontamination procedures should be established. If immediate medical treatment is required to save a life, decontamination should be delayed until the victim is stabilized. If decontamination can be performed without interfering with essential lifesaving techniques or first aid, or if a worker has been contaminated with an extremely hazardous substance that could cause severe injury or loss of life, decontamination must be performed immediately.

If an emergency due to a heart related illness develops, protective clothing should be removed from the victim as soon as possible to reduce additional stress on the victim.

During an emergency, provisions must also be made for protecting medical personnel and disposing of contaminated clothing and equipment.

## 10.5 Workforce Health

### 10.5.1 Fatigue Management

Incident management should be conscious of the potential for fatigue among its response team members; particularly during protracted responses, identifying management of fatigue as a health & safety objective. Coordination with TNPI's Emergency Support Group to secure the necessary human resources will be imperative to combating fatigue among responders. Consider the development of a fatigue management plan to assist in the management of human resources.

### 10.5.2 Critical Incident Stress Management

Critical Incident Stress refers to a range of physical and psychological symptoms that might be experienced by someone as a result of being involved, witnessing or confronted with a traumatic critical incident such as a serious injury, death, mass casualty or any incident in which a person's life has been imperilled or threatened. The following types of symptoms may be presented:

- Physical reactions
  - exhaustion, nausea/vomiting, weakness, difficulty breathing and chest pains
- Emotional
  - loss of emotional control, grief, guilt, depression, anxiety, feeling lost or overwhelmed
- Cognitive
  - poor concentration, memory problems, poor attention span, difficulty making decisions
- Behavioural
  - withdrawal from family, friends and other people, avoiding going home.

Critical Incident Stress Management is the implementation of appropriate crisis intervention tactics to respond to the needs of the situation. Intervention tactics can be used before, during and after a crisis to mitigate the impact of an event or support the recovery process and help assess the need for additional services. At the onset of an emergency, the Safety Officer should consider the potential impact on personnel and the need to develop a Critical Incident Stress Management Plan and identifying supporting services.



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## 11 Emergency Notifications & Reporting

*If there is an imminent threat of fire, explosion or consequence to public safety immediately notify municipal emergency services.*

### Call 9-1-1

If not near the scene of the emergency report the incident via the identified non-emergency number (**bold / Italic**). Identified in *Appendix E (Quebec), F (Ontario) & G (Alberta) – Resources and Regional Contacts (Emergency Numbers)*

#### 11.1 External Reportable Events

Upon an event that meets any of the following definitions notification shall be conducted forthwith / immediately upon implementation of mitigation or initial response tactics.

- a death or serious injury to a person;
- an unintended or uncontrolled spill of any substance that is abnormal in quality or quantity that causes or may cause an adverse effect, in light of all circumstances of the discharge;
- an unintended fire or explosion;
- a line strike and/or contact damage, unauthorized crossing or any other near miss that had or has the potential to threaten the integrity of a pipeline system asset; operating or non-operating and/or,
- operation of a pipeline beyond its design limits as determined under CSA Z662 or any operating limits imposed by the regulator.

#### 11.2 Regulatory Notifications

Upon implementation of mitigation and initial response tactics ensuring the safety of TNPI employees, emergency responders and the public the TNPI Incident Commander or delegate shall notify TNPI **Regulatory and External Affairs** to facilitate any provincial and federal regulatory notifications as per the TNPI **Event Reporting Procedure (04152)**.

*Contact Information is located in Appendix B.*

Depending on the location of the event, the appropriate authorities and/or stakeholders are to be advised of the incident and the current state of response.

##### 11.2.1 Provincial Authority Having Jurisdiction

###### **Alberta**

Notification related to the environment and energy development in Alberta shall be made to the **Alberta Energy Regulator** and the **Ministry of Environment and Protected Areas** complaints and emergencies hotline. In accordance with the Release and Environmental Emergency Notification Regulation the AER will notify the **Environment and Climate Change Canada (ECCC) National Environmental Emergencies Centre**.



## **Ontario**

Notification shall be made to the **Ministry of the Environment, Conservation and Parks (MECP)** Spills Action Centre. In accordance with the Release and Environmental Emergency Notification Regulation the MECP will notify the **ECCC National Environmental Emergencies Centre**.

## **Quebec**

Notifications shall be made independently to the **Ministry of the Environment and the Fight against Climate Change, Wildlife and Parks** and to **ECCC National Environmental Emergencies Centre**.

### **11.2.2 Federal Authority Having Jurisdiction**

In accordance with CER event reporting guidelines, notification shall be made to the **Canada Energy Regulator (CER)** via the **Transportation Safety Board (TSB)** Reporting Hotline. Subsequent notification and/or submission of relevant information shall be inputted via the CER / TSB Online Event Reporting System.

### **11.2.3 Stakeholders**

#### **The municipality within the boundaries of the emergency incident.**

This notification may be conducted locally via 9-1-1 for emergency services or remotely via non-emergency contact number(s) for municipal, regional municipal or county emergency and public-work services.

#### **The person having control of the pollutant**

Where TNPI is not the person/company having control of the pollutant and knows or is able to ascertain readily the identity of the person having control of the pollutant TNPI shall notify the person having control of the pollutant.

## **11.3 Emergency Notification Information**

The following is a list of information that should be provided to the respective Officer receiving the emergency notification. Keep in mind not all information will be known, and additional notifications may be required as the response progresses.

- A description of the location where the discharge occurred and, if known, the municipal address of the location.
- The date and time that the discharge occurred or was discovered.
- The names and telephone numbers of everyone who was contacted to respond to the discharge, including any fire department, police department or other public authority.
- The duration of the discharge and whether the discharge is continuing.
- The pollutants discharged and known hazards associated with the pollutants.
- The quantity of pollutants discharged.
- Any relevant information regarding the cause of the discharge, if known, and the circumstances surrounding the discharge.
- A description of any adverse effects that occurred or may occur.
- Any actions that were taken or will be taken to prevent, eliminate and amend the adverse effect and to restore the natural environment.
- Any impact of the discharge of the pollutant on other properties?



- If the discharge has impacted other properties has the responsible party been provided access to those properties to prevent, eliminate and amend the adverse effect and to restore the natural environment.
- Any other pollutants that were or may be discharged into the natural environment as a result of the incident.

### 11.4 Facility Specific Notifications

In the event of a SCADA alarm / trouble condition highlighting an emergency at the following stations TNPI should immediately notify the applicable facilities and request support.

Contact Information is located in **Appendix D**.

#### 11.4.1 Montreal System

- Montreal Station [MT] – [REDACTED]
- Dorval Measuring Station [DVJ] - [REDACTED]
- Ottawa Measuring Station [OT] - [REDACTED]
- Maitland Measuring Station [MA] - [REDACTED]

#### 11.4.2 Central System

- Kingston Measuring Station [KS] - [REDACTED]
- Belleville Measuring Station [BV] – [REDACTED]

#### 11.4.3 Toronto System

- Cummer Junction [CUJ] - [REDACTED]
- North Toronto [NT] – [REDACTED]
- Toronto Airport Junction [TAJ] - [REDACTED]
- Toronto Airport Junction [TAJ] - [REDACTED]
- CAFAS Measuring Station [CAFAS] - [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- Clarkson Station [CL] - [REDACTED]
- Oakville Station [OA] – [REDACTED]
- Nanticoke Pump Station [NK] – Imperial Oil (Nanticoke Refinery)

#### 11.4.4 APPL System

- Edmonton Pump Station [EPS] – [REDACTED]
- Edmonton Pump Station [EPS] – [REDACTED]
- Edmonton Pump Station [EPS] – [REDACTED]
- Calgary Airport Terminal [CAT] – [REDACTED]



Imperial Meter Station [IMS] – [REDACTED]

Imperial Meter Station [IMS] [REDACTED]

**11.4.5** [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

**11.5 Advisory Notifications**

The TNPI Incident Commander or delegate shall coordinate advisory notifications as applicable.

Contact Information is located in **Appendix B**.

**11.5.1 Ontario One-Call**

Contact the appropriate provincial on-call system for emergency utility location requests.

Ontario One Call (Ontario) - <https://ontarioonecall.ca/>

Info-Excavation (Quebec) - <https://www.info-ex.com/en/>

Utility Safety Partners (Alberta) - <https://utilitysafety.ca/>

**11.5.2 Regional Conservation Authorities**

During business hours the applicable regional conservation authority or equivalent may be contacted to request river/stream level/flow information or information regarding protected or species at risk habitat protection.

**11.5.3 Indigenous Communities / Rights Holders**

Contact Information is located in **Appendix I**.

Whether or not an incident directly impacts a First Nation community or reserve TNPI should be considerate of the impact of the incident in terms of its location within the traditional territory of a First Nation(s). As such, TNPI should ensure a timely notification to the leadership of regional First Nation Rights Holder(s).

**Ontario**

- Six Nations of the Grand River
- Mississaugas of the Credit First Nation
- Haudenosaunee Confederacy



- Mississaugas of Scugog Island First Nation
- Alderville First Nation
- Mohawks of the Bay of Quinte First Nation
- Mohawk Council of Akwesasne

## Quebec

- Mohawk Council of Kanesatake

## Alberta

- Ermineskin Cree Nation
- Louis Bull Tribe
- Montana First Nation
- Samson Cree Nation

Other Nations may be identified and require notification and consultation. TNPI Incident Management should staff an Indigenous Affairs Liaison Officer to facilitate identification and engagement of potentially affected First Nations.

### 11.5.4 Stakeholders

In the event of an emergency that has the potential for off-site impacts TNPI shall take all measures to notify and/or advise stakeholders of emergency actions, e.g. Notify adjacent landowners / business owners that an incident has occurred and may result in impact to their operations and/or safety.

TNPI utilizes a stakeholder / GIS management software during day-to-day operations to identify and gather information regarding land users, e.g. land users, renters, etc. The **Data Management within COREline User Guide (10546)** defines how TNPI may utilize COREline during an emergency to conduct emergency notifications with stakeholders.

### 11.6 Labour Notification

In the event of a personal injury incident, occupational disease or other hazardous occurrence during an emergency or other facet of TNPI operations TNPI shall immediately conduct the applicable notification(s). When possible **DO NOT DISTURB THE SCENE.**

- the death of an employee;
- a disabling injury to two or more employees;
- the loss by an employee of a body member or a part thereof or the complete loss of the usefulness of the body member or a part thereof;
- the permanent impairment of a body function of an employee;
- an explosion;
- damage to a boiler or pressure vessel that results in fire or the rupture of the boiler or pressure vessel; or
- any damage to an elevating device that renders it unserviceable, or a free fall of an elevating device.



Additionally, certain events may trigger labour notifications whether an injury has occurred or not. The following are examples of incidents potentially requiring labour notification. Consult TNPI Health & Safety personnel in the event of an occurrence outside the normal course of operations.

- Unplanned or uncontrolled fires or floods
- Crane, derrick or hoist collapses or upsets
- Full or partial building or structural collapses or failures

### **11.6.1 Employment and Social Development Canada, Labour Program, Head of Compliance and Enforcement (Federal)**

As a Federal Workforce, the Head of Compliance and Enforcement is to be notified as soon as feasible but not later than 24 hours after becoming aware of the event. Contact Information is located in **Appendix B**.

If provincially regulated individuals are impacted by any of the listed events, then the appropriate Provincial Labour office must be notified, ensure their employer completes the required notifications.





## 12 Response Management

In most cases, emergencies that TNPI will respond to will be considered short-term responses that are relatively small in scope and/or duration and require few external resources. These incidents will generally be managed by the TNPI workforce / maintenance staff. In the event of a more significant incident which might entail greater engagement of TNPI and external resources TNPI will; activate its Emergency Response Team and follow ICS principles for incident response management.

The following sections briefly describe the expanded response efforts of TNPI in terms of the ICS structure.

Comprehensive descriptions of ICS positions, including detailed roles and responsibility and associated documents is located in the TNPI **Incident Management Handbook (8408)**.

### 12.1 Command Staff

#### 12.1.1 Incident Commander

The TNPI Incident Commander is responsible for the overall management of TNPI's responsibilities associated with the response to the incident. Key responsibilities (as appropriate to the specific incident) include:

- Clarifying TNPI's role and responsibility within the response;
- Establishing an effective interface with the other Stakeholders;
- Identifying critical objectives for the response;
- Reviewing and approving all response plans;
- Ensuring effective integration of all external resources into one response plan;
- Ensuring that the response has adequate staff and other resources to develop and implement the response plans;
- Ensuring that safety of all personnel involved is well managed;
- Acting or delegating TNPI's chief spokesperson with the public and media;
- Ensuring community concerns and claims are effectively managed; and
- Ensuring appropriate documentation of all decisions, resources and activities.

The TNPI Incident Commander should be staffed by a member of a regional TNPI ERT.

#### 12.1.2 Public Information Officer

The TNPI Public Information Officer or delegate shall be responsible for implementing a communications plan during any emergency incident. They shall be responsible for developing and releasing approved information about the incident to the public, news media and incident personnel through media or briefings.

The Public Information Officer in coordinating external communications shall consider the following:

- Provide information about the incident and the associated response to all stakeholders and rights-holders in a timely, accurate, and responsible fashion;
- Ensure that information about the incident is approved, clear, factual and consistent with that provided by engaged government agencies;
- Provide information to the public and impacted businesses regarding the submission of eligible claims.



The TNPI Public Information Officer should be staffed by a member of the regional TNPI ERT.

### 12.1.3 Liaison Officer

The TNPI Liaison Officer or delegate shall be responsible for effectively coordinating with participating organizations (assisting and cooperating agencies) and stakeholders in support of the incident.

The Liaison Officer in coordinating with participating organizations shall consider the following:

- Develop and maintain a Stakeholder Coordination or Outreach Plan;
- Serve as the primary incident point of contact for Agency Representatives;
- Maintain a list of assisting and cooperating agencies and Agency Representatives including name and contact information;
- Establish and coordinate with interagency contacts;
- Keep assisting and cooperating agencies and other stakeholders supporting the incident aware of incident status;
- Monitor incident operations to identify current or potential inter-organizational problems;
- Serve as primary point of contact for all stakeholders who are not represented on the incident management team (IMT) and ensure their concerns, input, objectives, and issues are effectively addressed by the response effort.

The TNPI Liaison Officer should be staffed by a member of the regional TNPI ERT.

### 12.1.4 Safety Officer

The TNPI Safety Officer or delegate shall be responsible for implementing a Site/Incident Safety Plan during any emergency incident. They shall be responsible for the assessment of critical response tasks and coordinating with Operations and Planning Sections in the development of work assignments. They shall be responsible for the application of functional practices and procedures, the implementation of protective safeguards and the monitoring of the safety of response activities.

Special care and attention shall be given to:

- Potential contamination, exposure and hazardous conditions;
- Thermal exposures (excessive heat or cold working temperatures), fatigue, incident stress; and,
- Personal Protective Equipment to be worn.

The TNPI Safety Officer should be staffed by a member of the regional TNPI ERT.

## 12.2 General Staff

### 12.2.1 Operations Section

The Operations Section shall be responsible for the oversight of all tactical response efforts. These include all contractors that supply resources in response to the incident. In the event of a unified command approach this may require coordination with resources from the municipal fire service, law enforcement and emergency medical service.

The TNPI Operations Section Chief should be staffed by a member of the regional TNPI ERT.



## **12.2.2 Planning Section**

The Planning Section shall be responsible for maintaining situational awareness and the development of the Incident Action Plan (IAP) and any sub-plans e.g., waste management, sampling, air monitoring, etc. The capacity and expertise of consultants may be used to support the development of the IAP and sub-plans.

The TNPI Planning Section Chief should be staffed by a member of the regional TNPI ERT.

## **12.2.3 Environment Unit**

The Environmental Unit often plays a significant role in hazardous materials emergencies. TNPI may rely on an environmental consultant to staff and lead the Environmental Unit and bring in other subject matter experts as required. The Environment Unit Leader will liaise with environmental and resource trustee agencies to ensure all resources-at-risk are identified and considered in the response.

## **12.2.4 Logistics Section**

The Logistics Section shall be responsible for providing support to the incident response in terms of purchasing and resource management services associated with the response. This may include contract management and oversight of service or material suppliers.

The TNPI Logistics Section Chief should be staffed by a member of the regional TNPI ERT.

## **12.2.5 Finance, Administration and Logistics Section**

The Finance & Administration Section shall be responsible for providing support to the incident response in terms of finance, purchasing and administration services associated with the delivery of the response. This may include contract management, time and cost oversight and management of claims.

The TNPI Finance & Administration Section Chief should be staffed by a member of the regional TNPI ERT.



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## 13 Consequence Management

Potential consequences will be incident specific and should be identified as earlier into a response as possible. Ideally, potentially high consequences areas will have been pre-identified by TNPI through various emergency preparedness efforts. These should be addressed immediately upon response.

### 13.1 Trans-Northern Pipeline Receptor Mapping

In the event of an incident with potential environmental or socio-economic consequences refer to TNPI's Regional Receptor Maps. Each receptor map contains an outline of the potential consequence zones around the pipeline and identifies some known environmental and socio-economic receptors which may be vulnerable due to the emergency.

TNPI Receptor Maps are maintained digitally via TNPI's Intelex documentation system. An example of TNPI Receptor maps is illustrated in **Figure 13-1**.

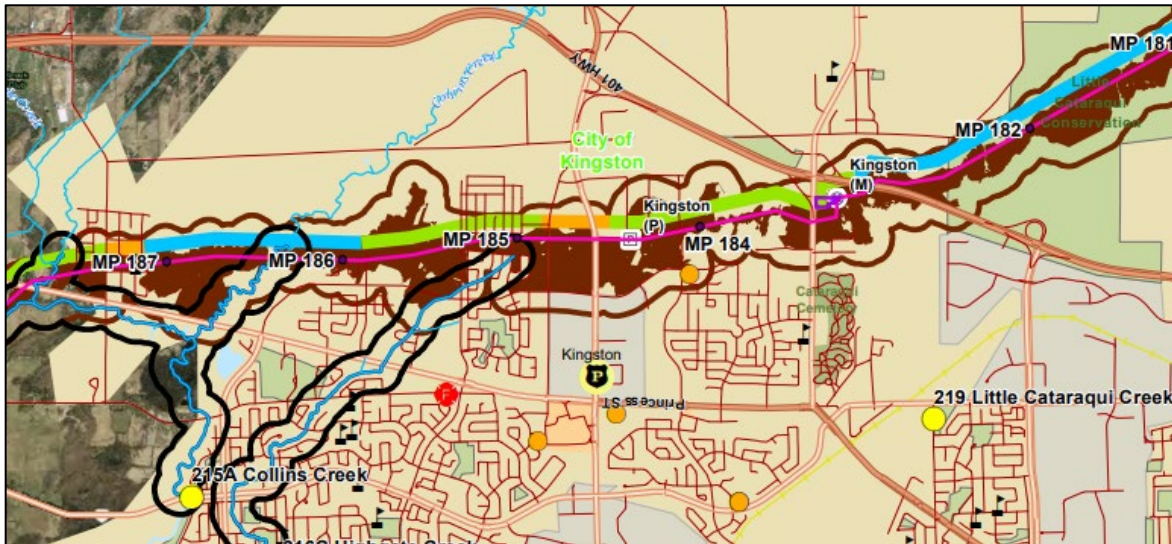
### 13.2 Incident Specific Resources-at-Risk

Resources-at-risk are often identified as natural, socio-economic or cultural resources that due to the incident may be impacted or may be at risk of impact. TNPI has pre-identified areas of consequence which contain various resources-at-risk. In some cases, resources-at-risk information may need to be evaluated at the onset of an incident with the input from resource trustees. The TNPI receptor maps are located in Intelex and should be evaluated for potential consequences in the initial response.

Resources-at-risk in the vicinity of the TNPI pipeline are:

- Source water protection zones (Intake Protection Zones or Well-head Protection Zones);
- Environmentally sensitive habitat (protected woodlands, wetlands, etc.), areas of natural & scientific interest, conservation areas, provincial and national parks;
- Water crossings and navigable water ways;
- Species-at-risk habitat and important bird areas;
- Significant cultural resources; and
- Socio-economic resources e.g., critical transportation infrastructure, etc.

**Figure 13-1 Typical TNPI Receptor Map**



### 13.3 TNPI Receptor Maps

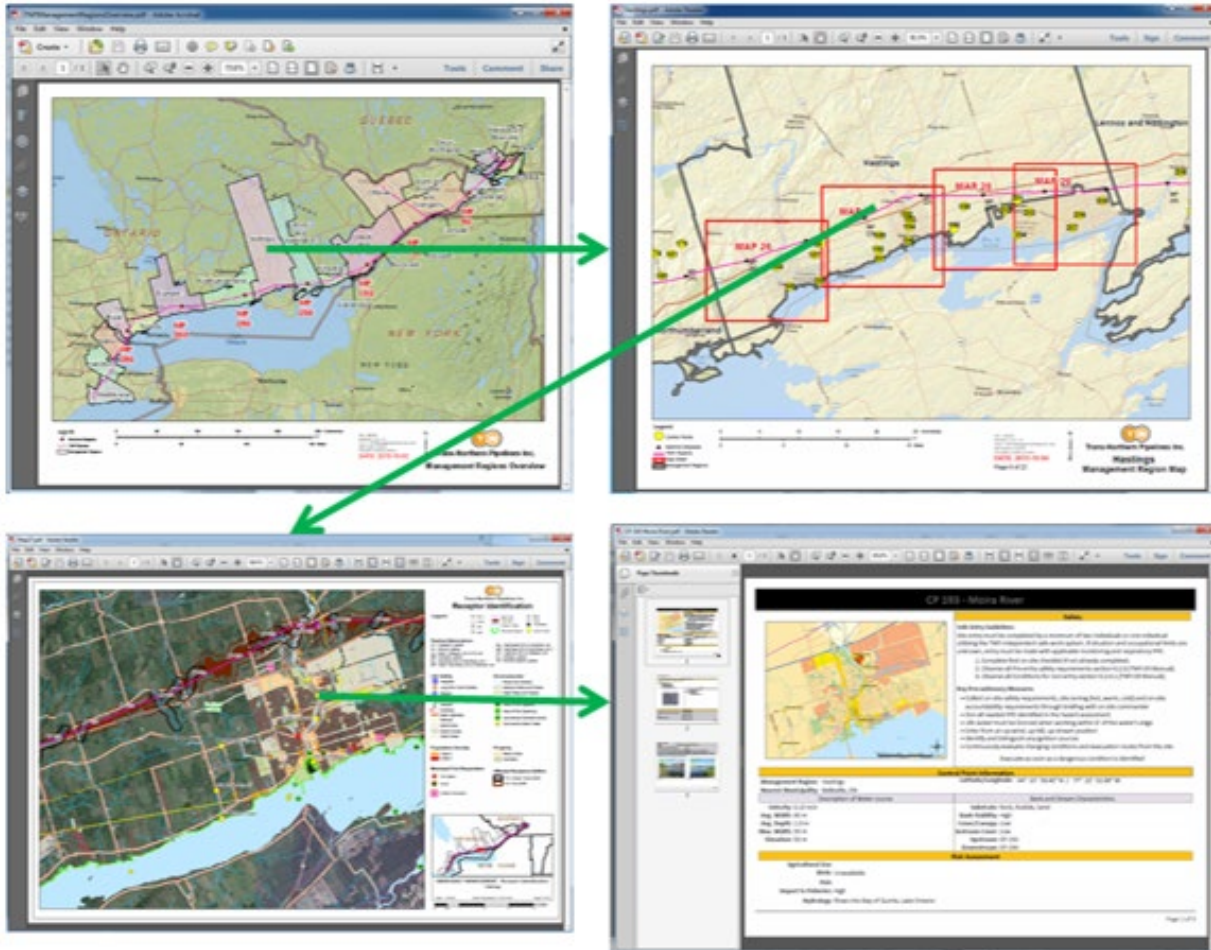
The receptor maps are hyperlinked. The following steps will allow for navigation to the local map and to individual control points plans. **Control Point Data Instructions Procedure (06957)**.

Refer to **Figure 13-2**

- Open **Management Regions Overview** to see all the management regions
  - **APPL ER Control Point Region Maps (07258)**
  - **TNPI ER Control Point Region Maps (06956)**
- Click on the name of a region to hyperlink to Maps available in that region
- Click on a Map to hyperlink to the detailed 1:50,000 scale map
- Click on one of the yellow control points to hyperlink to the detailed Control Point Plan.



Figure 13-2 TNPI Receptor Map & Control Point Plan Navigation



### 13.4 Traditional Knowledge / Traditional Land Use

Traditional knowledge / traditional land use (TK-TLU) is cultural resource information retained by individuals of indigenous ancestry and associated with a First Nation with a traditional use claim over the land in which TNPI may be operating or may potentially impact in the event of a pipeline emergency. An understanding of potential sources of TK-TLU information should be considered in the initial assessment of a pipeline emergency and its input into the consequence assessment discussed with indigenous leadership or their Incident Command representative. Communities which should be considered are:

- Six Nations of the Grand River
- Mississaugas of the Credit First Nation
- Haudenosaunee Confederacy
- Mississaugas of Scugog Island First Nation
- Alderville First Nation
- Mohawks of the Bay of Quinte First Nation
- Mohawk Council of Akwesasne



- Mohawk Council of Kanesatake
- Ermineskin Cree Nation
- Louis Bull Tribe
- Montana First Nation
- Samson Cree Nation

## 13.5 Public Information Management

Information management during an emergency is a crucial part of the response effort. TNPI recognizes the value in gathering reliable data regarding the incident, mitigation and response activities being conducted by TNPI and its responders, and regarding the consequences associated with the incident. TNPI should tailor information products to meet the needs of the impacted stakeholders and rights-holders, and also assists impacted parties in appropriate decision-making at all levels. The TNPI Public Information Officer (PIO) shall be responsible for overseeing information management during an emergency response. All TNPI ERT members shall be familiar with the Public Information Officer roles and responsibilities.

### 13.5.1 Joint Information Centre

During complex incidents operating under a Unified Command structure, where it will be important to maintain consistent messaging, a Joint Information Centre (JIC) may be established as either a physical or “virtual” operation.

A Joint Information Centre will support the following information services.

- Create a forum and platform for the TNPI PIO and public information staff representing other agencies and organizations involved in incident management activities to coordinate.
- A clearinghouse for official, approved, timely, accurate, easy to understand, and consistent messaging to the public.
- Maintain current information summaries and/or displays on the incident.

### 13.5.2 Public Information and Messaging

**The TNPI Incident Commander along with the TNPI President and CEO or designate must approve all messaging. For any media inquiries, reach out through [media@tnpi.ca](mailto:media@tnpi.ca) or obtain media’s contact information and provide to the IC/PIO for follow-up.**

In the event that information is to be disseminated to the public consider the following:

- Stay on message;
- Express and appropriate level of concern for those impacted;
- Describe the action being taken to mitigate the situation;
- Provide only known facts;
- Provide context regarding the scope of the event;
- Update message as new information becomes available.





## 14 Response Management Plans

### 14.1 Incident Action Plan

An Incident Action Plan (IAP) will be developed by the Planning Section on behalf of the Incident Commander. In a Unified Command approach, decisions with regard to the response will be made by consensus and documented through a single IAP for each operational period. An IAP formally documents incident objectives in addition to the response strategies defined by the incident command during response planning. The IAP may contain general tactics to achieve objectives within the overall strategy, while providing important information on response status.

Because incident parameters evolve, the incident action plan must be revised on a regular basis; generally once per operational period, to ensure a consistent, up-to-date message and response direction.

The following should be considered for inclusion in an Incident Action Plan:

- Incident goals (where the response system wants to be at the end of response)
- Operational period objectives (major areas that must be addressed in the specified operational period to achieve the goals or control objectives)
- Response strategies (priorities and the general approach to accomplish the objectives)
- Response tactics (methods developed by Planning and Operations to achieve the objectives)
- Organization list with ICS chart showing primary roles and relationships
- Assignment list with specific tasks
- Critical situation updates and assessments
- Health and safety plan (to prevent responder injury or illness)
- Communications plan (how functional areas can exchange information)
- Incident map / Site plan
- Security plan / traffic control plan
- Additional component plans, as indicated by the incident.

### 14.2 Supplemental Plans

#### 14.2.1 Waste Management Plan

The management of waste from an environmental emergency involving TNPI shall be considered a priority. The handling, storage, transport, disposal and tracking of waste associated with a spill shall be coordinated in accordance with all applicable provincial legislation. Responsibility for coordinating with the provincial authorities to develop an incident specific waste management plan lies with the Environmental Unit Leader. Technical Specialist may be used to support its development.

#### 14.2.2 Wildlife Management Plan

Following initial response management actions and assessment, the protection of wildlife may be identified as a response management priority. A wildlife management plan should be established to continually monitor wildlife and wildlife habitat conditions, implement mitigation measures and if necessary, coordinate wildlife capture, treatment and rehabilitation. Responsibility for coordinating with the authorities having jurisdiction to develop an incident specific wildlife management plan lies with the Environmental Unit Leader. A Technical Specialist (Oiled Wildlife Response Organization) shall be used to support its development.

Wildlife Management Plans; if required, shall be developed in accordance with the following Environment and Climate Change Canada, Canadian Wildlife Service guidelines.

- ECCC-CWS Guideline for Wildlife Response Plans,



- ECCC-CWS Guideline for Establishing and Operating Treatment Facilities,
- ECCC-CWS Guideline for Capture, Transport, Cleaning and Rehabilitation of Oiled Wildlife.

#### **14.2.3 Decontamination Plan**

To ensure the protection of the environment, the public, as well as the health and safety of personnel involved in a response involving hazardous products, all personnel and equipment must be appropriately decontaminated before leaving the response site. A Decontamination Plan shall be developed and implemented by the Decontamination Group Supervisor. The applicable Group Supervisor is responsible for creating and implementing an incident specific Decontamination Plan in coordination with the Environment Unit and applicable Technical Specialist.

#### **14.2.4 Sampling and Monitoring Plan**

The timely assessment of soil, air and water quality provides valuable information, allowing for mitigation planning and the response to constantly evolving conditions. In the event of an environmental emergency the responsibility for coordinating the development of a Sampling and Monitoring Plan lies with the Environmental Unit Leader. Technical Specialist may be used to support its development.

#### **14.2.5 Public Health Assessment and Response Plan**

In the event of an environmental emergency a Public Health Assessment and Response Plan for Airborne Risks i.e. Air Monitoring Plan, will be developed in conjunction with the Sampling and Monitoring Plan. The responsibility for coordinating the development of an Air Monitoring Plan lies with the Environmental Unit Leader. Technical Specialist shall be used to support its development.

An Air Monitoring Plan should consider the following:

- Anticipate and identify potential chemicals of concern from product releases and/or fires that have the potential to impact the health and safety of the public;
- Coordinate development and implementation of incident-specific air monitoring and response strategies to protect the public.

#### **14.2.6 Evacuation / Shelter Management Plan**

In the event of an environmental emergency that threatens public residences there may be a requirement to evacuate and/or shelter members of the public. Generally, a responsibility of the municipality, TNPI may be called upon to support an evacuation of residences and initiate and/or manage a reception centre. In such a case an Evacuation / Shelter Management Plan shall be established.

The responsibility for coordinating the development of an Evacuation/Shelter Management Plan lies with the Mass Care Group Supervisor. A Technical Specialist may be used to support its development.

An Evacuation/Shelter Management Plan should consider the following:

- Coordination with municipal emergency management and social services plans;
- Coordination with TNPI Logistics Section for facility and supply unit support;
- Coordination with TNPI Finance Section for claims and financial support services;
- Establishment of a reception centre intake documentation process;
- Delivery of nourishment (Food/Water) and medical supplies;
- Service animal and domestic pet care services; and
- Family assistance services.



## 14.2.7 Other Supplemental Plans

Depending on the scale of the emergency a number of other supplemental plans may need to be developed and adopted under the Incident Action Plan. The following are a few examples:

- Crisis Communication Plan
- Shoreline Clean-up Assessment Technique (SCAT) Plan
- Air Operations Plan
- Public Protection Plan (Security)



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## 15 Site-Specific Plans, Strategies & Tactical Response Plans

### 15.1 Farrans Point Terminal Site-Specific Emergency Response Plan

As noted in **Section 3.4.2** of this plan TNPI operates a terminal and pump station in South Stormont, Ontario. The terminal connects with the Montreal and West Lines and the Ottawa Lateral. A detailed Site-Specific Emergency Response Plan has been developed. Refer to:

**Farrans Point Terminal Site-Specific Emergency Response Plan (02388)**

### 15.2 Toronto Airport Terminal Site-Specific Emergency Response Plan

As noted in **Section 3.4.8** of this plan TNPI operates a terminal in Mississauga, Ontario. The terminal receives Jet Fuel from the TNPI Airport Lateral and discharges via delivery lateral to the Pearson International Fuel Facilities Corporation's Silver Dart Terminal. A detailed Site-Specific Emergency Response Plan has been developed. Refer to:

**Toronto Airport Terminal Site-Specific Emergency Response Plan (04394)**

### 15.3 Calgary Airport Terminal Site-Specific Emergency Response Plan

As noted in **Section 3.9.1** of this plan TNPI operates a terminal in Calgary, Alberta. The terminal receives Jet Fuel from the TNPI Alberta Products Pipe Line Airport lateral and discharges to a delivery lateral connected to the Calgary Fuel Facilities Corporation's Terminal. A detailed Site-Specific Emergency Response Plan has been developed. Refer to:

**Calgary Airport Terminal Site-Specific Emergency Response Plan (07318)**

### 15.4 Highway 401 / 427 Utility Tunnel Site-Specific Emergency Response Plan

As noted in **Section 3.14.4** of this plan TNPI operates both its Metro and West pipelines through a utility tunnel that lies beneath the [REDACTED] interchange in the City of Toronto. A detailed Site-Specific Emergency Response Plan has been developed. Refer to:

**401–427 Utility Tunnel–Facility Specific Emergency Response Plan (09667)**

### 15.5 TNPI / Toronto TTC System Site-Specific Emergency Response Plan

As noted in **Section 11.4.5** of this plan TNPI's Metro, West and Toronto Lateral (deactivated) pipelines cross over Toronto's Toronto Transit Commission [TTC] Transit System subway infrastructure. A detailed Site-Specific Emergency Response Plan has been developed. Refer to:

**Toronto Transit Commission System Site-Specific Emergency Response Plan (05593)**

### 15.6 Ottawa River / Lac des Deux Montagnes Response Strategy

TNPI's Montreal Line crosses the Ottawa River / Lac des Deux Montagnes. This segment of pipeline spans approximately 1600 m between the Oka valve; located within Oka National Parc (a Quebec provincial park) on the North shore of Lac Deux Montagnes, and the Como Pump Station located in Vaudreuil Dorion. A response strategy document has been developed and is available in the event of an emergency involving the Ottawa River / Lac des Deux Montagnes crossing.



### 15.7 High-Water Action Plan

The High-Water Action Plan defines mitigation and proactive response actions that shall be enacted at identified TNPI water crossings where the depth of cover has been found to be reduced or where pipe exposure has occurred. Where a credible threat exists these crossings are noted as “HIGH PRIORITY”. This plan provides information and guidance to TNPI Emergency Management and Field Services if notification(s) are received regarding the exceedance of identified surface water flow thresholds and may potentially result in conditions that threaten pipeline integrity. Refer to: **High-Water Action Plan (07663)**

### 15.8 Trans-Northern Pipeline Control Point Plans

As noted in **Section 13.3** of this plan TNPI Control Point Plans are a network of pre-identified tactical response locations that are located at optimal locations downstream of TNPI water-crossings or where TNPI is in the immediate vicinity of a body of water. The control points are generally located at publicly accessible points (e.g., municipal parks and marinas, public road crossings, etc.) to ensure that rapid deployment of emergency response contractors can be coordinated with little to no access notification concerns.

Control Point Plans are maintained digitally via TNPI’s Intelex documentation system. Each Control Point Plan contains location data, associated site photographs, and agency and emergency response contractor information. Refer to:

**APPL ER Control Point Region Maps (07258),**

**TNPI ER Control Point Region Maps (06956)**



## 16 Damage Claim Management & Documentation

### 16.1 Claims Process

The Finance and Administration Section may establish a claims phone line or coordinate with the Logistics Section to establish an on-scene center for any claims management, in order to begin identifying and communicating with parties that are affected by the incident. TNPI in coordination with the Claims Unit Leader will work with affected parties to mitigate the consequential impact of the event has had on their lives or businesses.

The TNPI claims approach shall be defined by the magnitude of the incident and the anticipated number of claims related to the incident.

### 16.2 Incident Documentation

As part of TNPI's utilization of the Incident Command System when responding to any real and/or potential emergency TNPI will use all applicable ICS forms. An extended incident response will result in the activation of the TNPI ERT and the establishment of a response planning cycle guiding the development of an Incident Action Plan. All incident management documentation associated with the response shall be submitted to the established Documentation Unit and secured in accordance with TNPI document retention policies, ensuring their availability to support the generation of after-action reports or as evidence in any regulatory action or assessment.

### 16.3 Evidence Management

The preservation and management of evidence may be identified as an objective of a response as identified by the Incident Commander. Evidence may consist of verbal information, documentation, digital media and/or forensic materials. In identifying evidence preservation as an objective the Planning Section may establish an Intelligence Unit, Forensic Group or an assistant to the Documentation Unit may be delegated to establish an applicable plan and implement a system to collect, preserve and manage all evidence associated with an event. Additionally, an authority having jurisdiction may express a requirement to have evidence preserved, as such collection procedures, chain-of-custody and management techniques may need to be implemented.



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## 17 Fire Prevention and Suppression

**Attention: If there is an imminent threat of fire, explosion or consequence to public safety immediately notify municipal emergency services. Call 9-1-1.**

### 17.1 TNPI Facility Fire Suppression

TNPI facilities e.g., pump stations and terminal stations are generally equipped with smoke and heat detectors inside station structures and UV/IR fire eye detectors on the station grounds and observing shed/canopy covered equipment. Alarm conditions register in the TNPI SCADA which is monitored remotely by TNPI Line Control. Additionally, stations are fitted out with motion / access alarms on facility structures. This provides TNPI Line Control with additional notice of facility security threats.

TNPI facilities are equipped with strategically placed Type B and C handheld or 150 lbs. wheeled extinguishers for the management of incipient level fires.

### 17.2 TNPI Incipient Fires

In the event that an incipient fire at a TNPI facility/office or site is detected TNPI staff and/or contractors shall initiate a site emergency shut down or trigger a station/office alarm. If trained to do so incipient fires can be extinguished with onsite emergency equipment otherwise evacuate to the designated muster point and notify TNPI Line Control and local municipal emergency services by calling 9-1-1.

#### 17.2.1 Electrical Fires

TNPI pump station facilities have significant electrical demands and therefore have electrical infrastructure onsite in the form of pole and/or pad-mount transformers, high-voltage breakers, capacitors and other power line infrastructure. Generally, TNPI will have strategically placed Type C (electrical fire) extinguishers at the site. If trained to do so, electrical incipient fires can be extinguished with onsite emergency equipment otherwise emergency shutdown of the station and/or isolation of the equipment shall be attempted followed by evacuation to the designated muster point, and notification to TNPI Line Control and the local municipal emergency services.

### 17.3 TNPI Facility Fires

In the event a fire is detected via TNPI Line Control or reported to be occurring within a TNPI facility TNPI Line Control will activate the TNPI Emergency Response Plan. Notifications to the TNPI On-Call staff will be conducted and TNPI Line Control will ensure the applicable municipal fire service is notified. The TNPI On-Call and/or Incident Commander will liaise with the appropriate personnel of the responding fire service. Upon a scene assessment or via communication with the responding fire service TNPI will make the determination to activate industrial firefighting capacity via regional response contractors.

#### 17.3.1 Facility Pre-Fire Plans

Key TNPI facilities have pre-fire plans developed and integrated into Site-Specific Emergency Response Plans. Pre-fire planning will be found for the following facilities:

- Farrans Point Terminal
- Toronto Airport Terminal
- Calgary Airport Terminal



Pre-fire plans include information on critical fire suppression equipment, site-specific suppression procedures, fire foam suppression scenarios and other site-specific information.

### 17.3.2 Fire Safety Plans

All TNPI facilities e.g., pump stations, junctions, transitions, valves, etc. have Fire Safety Plans. Site Fire Safety Plans include location information, site access / egress information, emergency medical first aid routes, and other site-specific information.

## 17.4 Fire Protection

### 17.4.1 Municipal Fire Protection

The TNPI pipeline system spans thirty-seven (37) municipalities in Ontario and fifteen (15) municipalities in Quebec. The TNPI APPL pipeline system spans twelve (12) municipalities in Alberta. In cases, these municipalities are rural and serviced only by a volunteer-based fire service and lack industrial fire fighting response capacity. The following tables describes the fire service capacity in each municipality which TNPI operates and the municipal fire protection infrastructure in proximity to key TNPI facilities. **Appendix E, F & G** contains the applicable notification phone numbers for municipal emergency services.

### 17.4.2 Industrial Fire Fighting Capacity

#### 17.4.2.1 Ontario / Quebec

In the event that a fuel fire occurs at a TNPI facility or as a result of a release from a TNPI pipeline overwhelming the capacity of municipal emergency services TNPI will retain the services of a response contractor with industrial fire fighting capacities. In Ontario, GFL-Accuworx of Mississauga and GFL-Drain-all Ltd. of Napanee maintain mobile industrial fire-fighting equipment and stores of firefighting foam concentrates. GFL operations are certified response contractors under the Canadian Emergency Response Contractor Alliance (CERCA).

Additionally, GFL maintains a service agreement with Firemaster (oil & wellfield fire specialists); located in Red Deer, Alberta, which maintains an air transportable cache of industrial fire fighting equipment and stores of firefighting foam concentrates.

#### 17.4.2.2 Alberta

In the event that a fuel fire occurs at a TNPI (APPL) facility or as a result of a release from the TNPI APPL pipeline overwhelming the capacity of municipal emergency services TNPI will retain the services of a response contractor with industrial fire-fighting capacities. In Alberta, Firemaster will provide industrial fire-fighting capacity. Firemaster maintains mobile industrial fire-fighting equipment and stores of firefighting foam concentrates.

## 17.5 Wildfire Threats

Much of TNPI's operations are located in rural regions and are surrounded by forested land. While not common wildfires may develop and impinge on TNPI infrastructure. In the event of an active wildfire is in proximity to TNPI infrastructure TNPI personnel may refer to the following resources to determine the status of individual wildfires. TNPI may obtain the services of the applicable Industrial fire fighters as listed above to support the protection of assets.

### Canadian Wildland Fire Information System

<https://cwfis.cfs.nrcan.gc.ca/interactive-map>



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### **Canadian Interagency Forest Fire Centre**

<https://www.ciffc.ca/>

### **Province of Alberta**

<https://www.arcgis.com/apps/dashboards/3ffcc2d0ef3e4e0999b0cf8b636defa3>

### **Province of Ontario**

<https://www.lioapplications.lrc.gov.on.ca/ForestFireInformationMap/index.html?viewer=FFIM.FFIM>

### **Province of Quebec**

<https://sopfeu.qc.ca>

### **NASA Fire Information for Resource Management System US/Canada**

<https://firms.modaps.eosdis.nasa.gov/usfs/map>



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## Appendix A – Definitions and Acronyms

### Definitions

#### Adverse Effect

Undesired harmful *effect*, to the environment, property and health and/or safety of the public.

#### Carcinogen

A chemical confirmed or suspected of causing cancer in an exposed individual.

#### Dilution

The physical reduction in concentration of material in the water column.

#### Dispersion

The mixing of hydrocarbon droplets into the water column.

#### Doff

To remove (as in clothing).

#### Don

To put on (as in clothing).

#### Environment<sup>2</sup>

All components of land water and air, all organic and inorganic matter and living organisms and the interacting natural systems.

#### Evaporation

The formation of a gas (vapour) by the escape of high-energy molecules from the surface of a liquid; water molecules with sufficient energy escape from the liquid surface and enter the gas phase.

#### Flash Point

The minimum temperature at which a substance releases sufficient vapours in air to form a flammable mixture.

#### Hydrocarbon

Organic compounds consisting of hydrogen and carbon.

#### Lower Explosive Limit (LEL)

The minimum concentration of vapours in air, which forms a flammable mixture.

#### Odour Threshold

The concentration in air detectable by the human nose (often a range).

#### Parts Per Million (PPM)

Parts per million - the measure of the amount of a chemical in a quantity of 1 million parts of water, or air, or soil (mg/l, mg/kg)

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<sup>2</sup> SOR 99-294 – Onshore Pipeline Regulations



## **Specific Gravity (Liquid)**

Ratio of density of a substance to the density of a reference substance (typically water).

## **Spreading**

Expansion of refined products on the water's surface.

## **Threshold Limit Value–Short-Term Exposure Limit (TLV–STEL)**

A 15-minute TWA exposure that should not be exceeded at any time during a workday, even if the 8-hour TWA is within the TLV–TWA. The TLV–STEL is the concentration to which it is believed that workers can be exposed continuously for a short period of time without suffering from 1) irritation, 2) chronic or irreversible tissue damage, 3) dose-rate-dependent toxic effects, or 4) narcosis of sufficient degree to increase the likelihood of accidental injury, impaired self-rescue, or materially reduced work efficiency.

## **Threshold Limit Value–Time-Weighted Average (TLV–TWA)**

The TWA concentration for a conventional 8-hour workday and a 40-hour workweek, to which it is believed that nearly all workers may be repeatedly exposed, day after day, for a working lifetime without adverse effect. Although calculating the average concentration for a workweek, rather than a workday, may be appropriate in some instances.

## **Upper Explosive Limit (UEL)**

Upper explosive limit - the maximum concentration of vapours in air, which forms a flammable mixture.

## **Vapour Density**

The weight of a gas when compared to air at standard temperature and pressure. Air has a value of 1; all other gasses are referenced above or below. Gases that are lighter than air will have a value less than one, gasses heavier than air will have a value greater than 1.

## **Vapour Pressure**

A measure of the tendency of a material to form a vapour. Normal atmospheric pressure is stated as 1 atmosphere or 1 ATM which is 760 mmHg or 14.7 psi. Materials with low vapour pressures tend not to give off very much vapour. Materials with high vapour pressures readily vaporize.

## **Viscosity**

Resistance to flow.

## **Volatility**

Is directly related to vapour pressure and is an indication of the tendency of a substance to vaporize.



## Acronyms

### **AER**

Alberta Energy Regulator

### **AEP**

Alberta Environment and Protected Areas (Alberta)

### **API Gravity**

The American Petroleum Institute Gravity

### **APPL**

Alberta Products Pipe Line Limited

### **CAS**

Chemical Abstracts Service

### **CER**

Canada Energy Regulator

### **CSA**

Canadian Standards Association

### **ECRC**

Eastern Canadian Response Corporation

### **EOC**

Emergency Operations Centre

### **ESG**

Emergency Support Group

### **HAZMAT**

Hazardous materials

### **IAP**

Incident Action Plan

### **ICP**

Incident Command Post

### **IDLH**

Immediately dangerous to life or health

### **ICS**

Incident Command System

### **LEL**



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Lower explosive limit

### **MECP**

Ministry of the Environment, Conservation and Parks (Ontario)

### **MELCC**

Ministère de l'Environnement et Lutte contre les changements climatiques, du la Faune et des Parcs (Québec)

### **PPE**

Personal Protective Equipment

### **ppm**

Parts Per Million

### **SAC**

Spills Action Centre

### **TLV**

Threshold Limit Value

### **TNPI**

Trans Northern Pipelines, Inc.

### **UEL**

Upper explosive limit





## Appendix B – Regulatory / Resource Agencies

Regulatory Agencies	Contact Numbers
Canada Energy Board / Transportation Safety Board of Canada	819-997-7887
Transportation Safety Board	800-387-3557
Environment & Climate Change Canada National Environmental Emergency Centre direct or via <i>Ontario MECP Spills Action Centre or Alberta AER</i>	866-283-2333 800-268-6060 (Ontario MECP) 800-222-6514 (Alberta AER)
Ministère de l'Environnement, de la Lutte contre les changements climatiques, de la Faune et des Parcs	866-694-5454
Ontario Ministry of Environment, Conservation and Parks (MECP) <i>Spills Action Centre (Single Window Notification)</i>	800-268-6060 416-325-3000
Alberta Energy Regulator / Alberta Environment and Protected Areas (Single Window Notification)	800-222-6514 780-422-4505
Employment and Social Development Canada, Labour Program, Head of Compliance and Enforcement (Federal)	800-641-4049

Regional Agencies	Contact Numbers
Parks Canada	877-852-3100
Quebec Ministry of Natural Resources and Forests Customer Service Centre	418-627-8600 866-248-6936
Raisin River Conservation Authority	613-938-3611
South Nation Conservation Authority	613-984-2948
Rideau Valley Conservation Authority	613-938-3571
Cataraqui Region Conservation Authority	613- 546-4228
Quinte Conservation Authority	613-968-3434
Lower Trent Conservation Authority	613-394-4829 613-848-4883 (24/7)
Ganaraska Region Conservation Authority	905-885-8173
Central Lake Ontario Conservation Authority	905-579-0411
Toronto & Region Conservation Authority	416-661-6600



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Halton Region Conservation Authority	905-336-1158
Hamilton Conservation Authority	905-525-2181
Niagara Peninsula Conservation Authority	905-692-3228
Grand River Conservation Authority	519-621-2761



### Appendix C – Emergency Response Contractors / Consultants

Contractors	Contact Numbers
QM Environmental <a href="mailto:EmergencyManagement@QMenv.com">EmergencyManagement@QMenv.com</a>	
GFL	
Clean Harbors	
Tomlinson Environmental / Group	
Triangle Pump Service Ltd.	
Eastern Canada Response Corp – ECRC/SIMEC Great Lakes Response Centre E004-00032 (849893)	
Western Canadian Spill Services (WCSS)	
Tri-State Bird Rescue & Research, Newark, DE <i>via</i> Shearwater Environmental Emergency Solutions, Toronto, ON	
Canadian Helicopters	
Cornwall Aviation (1979) Ltd. (Cornwall, ON)	
Helicopter Transport Services (Ontario / Quebec)	
Envirotech Aviation (Edmonton, AB)	
Mustang Helicopters	
R.B. Somerville Co.	
Dave Brown Construction Ltd. (Ingleside, ON)	
Flint Corp. (Calgary / Red Deer / Edmonton, AB)	

Consultants	Contact Numbers
Hill & Knowlton Strategies	
Blakes, Cassel and Graydon LLP	
Stantec	
GHD	
Firemaster	



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[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
The Response Group / TRG	[REDACTED]
Shearwater Environmental Emergency Solutions Inc.	[REDACTED]
EmergWest	[REDACTED]



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Redacted personal information as per MO-006-2016 a. i.

**Appendix D – Facility / Utility Stakeholders**

Stakeholders	Contact Number
[Redacted]	[Redacted]
[Redacted]	[Redacted]
[Redacted]	[Redacted]
[Redacted]	[Redacted]
[Redacted]	[Redacted]
[Redacted]	[Redacted]
[Redacted]	[Redacted]
[Redacted]	[Redacted]
[Redacted]	[Redacted]
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Trans-Northern

## Emergency Response Plan

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Bell Canada	1-800-400-2255
Canadian National Railway [CNR]	800-465-9239 (CN Police)
Canadian Pacific Kansas City [CPKC]	800-716-9132 (CP Police)

## Appendix E – Quebec Municipal Contacts

### City of Montreal

Local Agencies & Organizations	Contact Number
Montreal Service de sécurité incendie de Montréal Dorval and Montreal	[Redacted]
Service de Police de la Ville de Montreal	[Redacted]
Santé Montreal	[Redacted]
English Montreal School Board	[Redacted]
Lester B Pearson School Board	[Redacted]
Montreal Municipal / Environmental Line Public Works	[Redacted]
Montreal Sécurité Civile a Montreal / Emergency Management	[Redacted]

### City of Dorval

Local Agencies & Organizations	Contact Number
Ville de Dorval Public Works	[Redacted]
Montreal - Trudeau International Airport	[Redacted]

### Ville de Laval

Local Agencies & Organizations	Contact Number
Service de sécurité incendie de Laval	[Redacted]
Ville de Laval Police Services	[Redacted]
Laval en Sante Le CSSS de Laval	[Redacted]
Sir Wilfrid Laurier School Board	[Redacted]

### Municipal Regional County (MRC) de Thérèse de Blainville

Regional Agencies & Organizations	Contact Number
Régie Intermunicipale de police Thérèse-De Blainville	[Redacted]
Sir Wilfrid Laurier School Board	[Redacted]



MRC Thérèse de Blainville	[REDACTED]
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**Ville de Boisbriand**

Local Agencies & Organizations	Contact Number
Service de sécurité incendie de Boisbriand	[REDACTED]
Ville de Boisbriand Public Works and Services	[REDACTED]

**Municipal Regional County (MRC) de Deux-Montagnes**

Regional Agencies & Organizations	Contact Number
Sûreté du Québec	[REDACTED]
Régie de Police du Lac des Deux-Montagnes	[REDACTED]
Sir Wilfrid Laurier School Board	[REDACTED]
MRC Deux-Montagnes	[REDACTED]

**Ville de Saint-Eustache**

Local Agencies & Organizations	Contact Number
Service de sécurité incendie de Saint-Eustache	[REDACTED]
Le Service de Police de la Ville de Saint-Eustache	[REDACTED]
Ville de Saint-Eustache Public Works and Services	[REDACTED]

**Ville de Deux Montagnes**

Local Agencies & Organizations	Contact Number
Service de sécurité incendie de Deux-Montagnes	[REDACTED]
Régie de Police du Lac des Deux-Montagnes	[REDACTED]
Ville de Deux-Montagnes Public Works and Services	[REDACTED]

**Ville de Sainte-Marthe-sur-le-Lac**

Local Agencies & Organizations	Contact Number
Service de sécurité incendie de Sainte-Marthe-sur-le-Lac	[REDACTED]
Régie de Police du Lac des Deux-Montagnes	[REDACTED]
Ville de Sainte-Marthe-sur-le-Lac Public Works and Services	[REDACTED]





**Municipalité Pointe-Calumet**

Local Agencies & Organizations	Contact Number
Service de sécurité incendie de Point Calumet	[Redacted]
Régie de Police du Lac des Deux-Montagnes	[Redacted]
Municipalité Pointe-Calumet Public Works and Services	[Redacted]

**Ville de Joseph-du-Lac**

Local Agencies & Organizations	Contact Number
Service de sécurité incendie de Joseph-du-Lac	[Redacted]
Régie de Police du Lac des Deux-Montagnes	[Redacted]
Ville de Joseph-du-Lac Works and Services	[Redacted]

**Municipalité Oka**

Local Agencies & Organizations	Contact Number
Service de sécurité incendie de Oka	[Redacted]
Sûreté du Québec	[Redacted]
Municipalité Oka Works and Services	[Redacted]

**Municipal Regional County (MRC) de Vaudreuil-Soulanges**

Regional Agencies & Organizations	Contact Number
Sûreté du Québec – Vaudreuil-Dorion	[Redacted]
Sir Wilfrid Laurier School Board	[Redacted]
MRC de Vaudreuil-Soulanges Emergency Management	[Redacted]

**Ville de Vaudreuil-Dorion**

Local Agencies & Organizations	Contact Number
Service de sécurité incendie de Vaudreuil-Dorion	[Redacted]
Ville de Vaudreuil-Dorion Public Works and Services	[Redacted]

**Ville de Saint-Lazare**

Local Agencies & Organizations	Contact Number
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Service de sécurité incendie de Saint-Lazare	[Redacted]	
Ville de Deux-Montagnes Public Works and Services	[Redacted]	

**Municipalité les Cèdres**

Local Agencies & Organizations	Contact Number	
Service de sécurité incendie de Municipalité les Cèdres	[Redacted]	
Municipalité les Cèdres Public Works and Services	[Redacted]	

**Municipalité de Saint-Clet**

Local Agencies & Organizations	Contact Number	
Service de sécurité incendie de Saint-Clet	[Redacted]	
Municipalité Pointe-Calumet Public Works and Services	[Redacted]	

**Municipalité de Sainte-Justine-de-Newton**

Local Agencies & Organizations	Contact Number	
Service de sécurité incendie de Sainte-Justine-de-Newton	[Redacted]	
Ville de Sainte-Justine-de-Newton Works and Services	[Redacted]	

**Municipalité de Saint-Polycarpe**

Local Agencies & Organizations	Contact Number	
Service de sécurité incendie de Saint-Polycarpe	[Redacted]	
Municipalité de Saint-Polycarpe Works and Services	[Redacted]	

**Municipalité de Saint-Télesphore**

Local Agencies & Organizations	Contact Number	
Service de sécurité incendie de Saint-Télesphore	[Redacted]	
Municipalité Saint-Télesphore Works and Services	[Redacted]	

## Appendix F – Ontario Municipal Contacts

### United Counties of Stormont, Dundas & Glengarry

Regional Agencies & Organizations	Contact Number
Ontario Provincial Police (OPP)	[Redacted]
Cornwall SD&G Emergency Medical Services	[Redacted]
United Counties of Stormont, Dundas and Glengarry Emergency Management	[Redacted]
Eastern Ontario Health Unit	[Redacted]
Upper Canada District School Board of Eastern Ontario	[Redacted]
Catholic District School Board of Eastern Ontario	[Redacted]
United Counties of Stormont, Dundas and Glengarry Roads Dept.	[Redacted]

### Township of South Glengarry

Local Agencies & Organizations	Contact Number
Township of South Glengarry Fire Services	[Redacted]
Township of South Glengarry Emergency Manager	[Redacted]

### City of Cornwall

Local Agencies & Organizations	Contact Number
Cornwall Fire Service	[Redacted]
Cornwall Police Services	[Redacted]
Cornwall Emergency Management via Cornwall Fire Service	[Redacted]
Cornwall Municipal Works	[Redacted]

### Township of South Stormont

Local Agencies & Organizations	Contact Number
Township of South Stormont Fire & Emergency Services	[Redacted]
Township of South Stormont Public Works	[Redacted]



Township of South Stormont Emergency Manager	[Redacted]
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**Township of South Dundas**

Local Agencies & Organizations	Contact Number
Township of South Dundas Fire Services	[Redacted]
Township of South Dundas Public Works	[Redacted]
Township of South Dundas Emergency Manager	[Redacted]

**Township of North Dundas**

Local Agencies & Organizations	Contact Number
Township of North Dundas Fire Services via OPP	[Redacted]
Township of North Dundas Public Services	[Redacted]

**City of Ottawa**

Local Agencies & Organizations	Contact Number
Ottawa Fire Service	[Redacted]
Cornwall Police Services	[Redacted]
Ottawa Public Services	[Redacted]
National Capital Commission	[Redacted]

**United Counties of Leeds & Grenville**

Regional Agencies & Organizations	Contact Number
Ontario Provincial Police (OPP)	[Redacted]
Leeds & Grenville – Paramedic Service Division	[Redacted]
United Counties of Leeds & Grenville - Public Safety	[Redacted]
Leeds, Grenville and Lanark District Health Unit	[Redacted]



Upper Canada District School Board of Eastern Ontario	
Catholic District School Board of Eastern Ontario	
Frontenac Arch Biosphere Reserve	
United Counties of Leeds & Grenville Public Works	
Portage Power (Hydro Electric Structure, Kingston Mills & Gananoque River)	
Eastern Ontario Power	

**Township of Edwardsburg-Cardinal**

Local Agencies & Organizations	Contact Number
Township of Edwardsburg-Cardinal Fire Services	
Township of Edwardsburg-Cardinal Public Works	
Township of Edwardsburg-Cardinal Emergency Manager	

**Town of Prescott**

Local Agencies & Organizations	Contact Number
Town of Prescott Fire Dept.	
Town of Prescott Public Works	
Town of Prescott Emergency Manager	

**Township of Augusta**

Local Agencies & Organizations	Contact Number
Township of Augusta Fire Dept.	
Township of Augusta Public Works	
Township of Augusta Emergency Manager	

**Town of Brockville**

Local Agencies & Organizations	Contact Number
Town of Brockville Fire Dept.	
Brockville Police Services	
Town of Brockville Public Works	



Town of Brockville Emergency Manager	[REDACTED]
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**Township of Elizabethtown-Kitley**

Local Agencies & Organizations	Contact Number
Township of Elizabethtown-Kitley Fire Dept.	[REDACTED]
Township of Elizabethtown-Kitley Public Works	[REDACTED]
Township of Elizabethtown-Kitley Emergency Manager	[REDACTED]

**Township of Front of Yonge**

Local Agencies & Organizations	Contact Number
Township of Front of Yonge Fire Dept.	[REDACTED]
Township of Front of Yonge Public Works	[REDACTED]
Township of Front of Yonge Emergency Manager	[REDACTED]

**Town of Gananoque**

Local Agencies & Organizations	Contact Number
Town of Gananoque Fire Dept.	[REDACTED]
Town of Gananoque Police Service	[REDACTED]
Town of Gananoque Public Works	[REDACTED]
Town of Gananoque Emergency Manager	[REDACTED]

**Township of Leeds and the Thousand Islands**

Local Agencies & Organizations	Contact Number
Township of Leeds and the Thousand Islands Fire Dept.	[REDACTED]
Township of Leeds and the Thousand Islands Public Works	[REDACTED]
Township of Leeds and the Thousand Islands Emergency Manager	[REDACTED]

**City of Kingston**

Local Agencies & Organizations	Contact Number
City of Kingston Fire Dept.	[REDACTED]



City of Kingston Police Service	
City of Kingston Emergency Manager	
Kingston, Frontenac, Lennox & Addington Public Health Unit	
City of Kingston Utilities Kingston	
Limestone District School Board	
Algonquin & Lakeshore Catholic District School Board	

**Lennox and Addington County**

Regional Agencies & Organizations	Contact Number
Ontario Provincial Police (OPP)	
Kingston, Frontenac, Lennox & Addington Public Health Unit	
Lennox & Addington County Emergency Management	
Limestone District School Board	
Algonquin & Lakeshore Catholic District School Board	

**Loyalist Township**

Local Agencies & Organizations	Contact Number
Loyalist Township Fire Services	
Loyalist Township Roads Dept. / Public Works	

**Town of Greater Napanee**

Local Agencies & Organizations	Contact Number
Town of Greater Napanee Fire & Emergency Services	
Town of Greater Napanee Public Works & Environmental Services	
Town of Greater Napanee Emergency Manager	

**Hastings County**

Regional Agencies & Organizations	Contact Number
Ontario Provincial Police (OPP)	



Hastings and Prince Edward Counties Public Health Unit	
Hastings-Quinte Paramedic Service	
Hastings County Emergency Management	
Hastings & Prince Edward District School Board	
Algonquin & Lakeshore Catholic District School Board	

**Town of Deseronto**

Local Agencies & Organizations	Contact Number
Town of Deseronto Fire Department	
Town of Deseronto Public Works	
Town of Deseronto Emergency Manager	

**Mohawks of the Bay of Quinte**

Local Agencies & Organizations	Contact Number
Mohawks Fire Dept.	
Tyendinaga Police Service	
City of Belleville Public Works	
MBQ Environmental Technical Services	
MBQ Community Infrastructure	

**Township of Tyendinaga**

Local Agencies & Organizations	Contact Number
Township of Tyendinaga Fire Department	
Township of Tyendinaga Roads & Fleet	
Township of Tyendinaga Emergency Manager	

**City of Belleville**

Local Agencies & Organizations	Contact Number
City of Belleville Fire & Emergency Services	
Belleville Police Service	





City of Belleville Public Works	
City of Belleville Emergency Management	

**City of Quinte West**

Local Agencies & Organizations	Contact Number
City of Quinte West Fire & Emergency Services	
City of Quinte West Public Works	
City of Quinte West Emergency Management via Quinte West Fire	

**Northumberland County**

Regional Agencies & Organizations	Contact Number
Ontario Provincial Police (OPP)	
Haliburton, Kawartha & Pine Ridge Public Health	
Northumberland Ambulance and Paramedic Service	
Northumberland County Emergency Management	
Kawartha Pine Ridge District School Board	
Peterborough Victoria Northumberland & Clarington Catholic District School Board	

**Municipality of Brighton**

Local Agencies & Organizations	Contact Number
Brighton Fire and Emergency Services	
Brighton Public Works / Environmental Services	
Brighton Emergency Management via Brighton Fire	

**Township of Cramahe**

Local Agencies & Organizations	Contact Number
Cramahe Fire Department	
Cramahe Operations / Public Works	
Cramahe Emergency Management via Cramahe Fire Dept.	



**Township of Alnwick/Haldimand**

Local Agencies & Organizations	Contact Number
Alnwick/Haldimand Fire Department	[Redacted]
Alnwick/Haldimand Public Works / Roads	[Redacted]
Alnwick/Haldimand Emergency Management	[Redacted]

**Town of Cobourg**

Local Agencies & Organizations	Contact Number
Cobourg Fire Department	[Redacted]
Cobourg Police Services	[Redacted]
Cobourg Public Works / Roads / Sewers	[Redacted]
Cobourg Environmental Services	[Redacted]
Cobourg Emergency Management	[Redacted]

**Township of Hamilton**

Local Agencies & Organizations	Contact Number
Township of Hamilton Fire Department	[Redacted]
Township of Hamilton Public Works	[Redacted]
Township of Hamilton Emergency Management / Fire Chief	[Redacted]

**Town of Port Hope**

Local Agencies & Organizations	Contact Number
Port Hope Fire & Emergency Services	[Redacted]
Port Hope Police Service	[Redacted]
Port Hope Public Works	[Redacted]
Port Hope Emergency Management / Fire Chief	[Redacted]

**Durham Region**

Regional Agencies & Organizations	Contact Number
Durham Regional Police Service	[Redacted]



Durham Region Public Health	
Region of Durham Paramedic Service	
Durham Emergency Management Office	
Durham Region District School Board	
Peterborough Victoria Northumberland & Clarington Catholic District School Board	
Durham Region Catholic District School Board	
Durham Region Works Dept.	

**Municipality of Clarington**

Local Agencies & Organizations	Contact Number
Clarington Emergency and Fire Service	
Clarington Public Works	

**City of Oshawa**

Local Agencies & Organizations	Contact Number
Oshawa Fire Service	
Oshawa Public Works	
Oshawa Emergency Management	

**Town of Whitby**

Local Agencies & Organizations	Contact Number
Whitby Fire and Emergency Services	
Whitby Public Works	

**Town of Ajax**

Local Agencies & Organizations	Contact Number
Ajax Fire and Emergency Services	
Ajax Operations and Environmental Services	



**City of Pickering**

Local Agencies & Organizations	Contact Number
Pickering Fire Service	[Redacted]
Town of Pickering	[Redacted]

**City of Toronto**

Local Agencies & Organizations	Contact Number
Toronto Fire Service East Command Toronto Fire Service North Command Toronto Fire Service West Command	[Redacted]
City of Toronto Police Service Public Safety & Emergency Management Unit Critical Infrastructure	[Redacted]
Toronto Public Health	[Redacted]
Toronto Paramedic Service	[Redacted]
Toronto Transit Commission	[Redacted]
Toronto District School Board	[Redacted]
Toronto Catholic District School Board	[Redacted]
City of Toronto Water / Environmental Emergencies:	[Redacted]
Toronto Emergency Management Office	[Redacted]
Greater Toronto Airport Authority Lester B. Pearson International Airport	[Redacted]

**Peel Region**

Regional Agencies & Organizations	Contact Number
Peel Region Police Service	[Redacted]
Peel Public Health	[Redacted]
Peel Regional Paramedic Service	[Redacted]
Peel District School Board	[Redacted]
Dufferin-Peel Catholic District School Board	[Redacted]
Region of Peel Public Works (Water/Wastewater/Spills)	[Redacted]



Greater Toronto Airport Authority Lester B. Pearson International Airport	[Redacted]
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**City of Mississauga**

Local Agencies & Organizations	Contact Number
Mississauga Fire and Emergency Services	[Redacted]
City of Mississauga Public Works	[Redacted]
City of Mississauga Emergency Management	[Redacted]

**Halton Region**

Regional Agencies & Organizations	Contact Number
Halton Region Police Service	[Redacted]
Halton Public Health	[Redacted]
Halton Regional Paramedic Service	[Redacted]
Halton District School Board	[Redacted]
Halton Catholic District School Board	[Redacted]
Region of Peel Public Works (Water/Wastewater/Spills)	[Redacted]
Halton Region Emergency Management	[Redacted]

**Town of Oakville**

Local Agencies & Organizations	Contact Number
Oakville Fire Department	[Redacted]
Oakville Public Works	[Redacted]
Town of Oakville Emergency Management	[Redacted]
Bronte Harbour (Bronte Creek) / Oakville Harbour (16 Mile Creek)	[Redacted]

**City of Burlington**

Local Agencies & Organizations	Contact Number
Burlington Fire Department	[Redacted]
Burlington Public Works / Engineering	[Redacted]
Burlington Emergency Management	[Redacted]



Bronte Harbour (Bronte Creek) / Oakville Harbour (16 Mile Creek)	[REDACTED]
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**City of Hamilton**

Local Agencies & Organizations	Contact Number
Hamilton Fire Department	[REDACTED]
Hamilton Police Service	[REDACTED]
Ontario Provincial Police – Highway Safety Detachment	[REDACTED]
Hamilton Paramedics Service	[REDACTED]
Hamilton Public Health	[REDACTED]
Hamilton Roads / Maintenance	[REDACTED]
Hamilton Emergency Management	[REDACTED]
Hamilton Port Authority – Port Security / Harbour Master	[REDACTED]
Hamilton-Wentworth Public School Board	[REDACTED]
Hamilton-Wentworth Catholic District School Board	[REDACTED]

**Haldimand County**

Local Agencies & Organizations	Contact Number
Haldimand County Fire Services	[REDACTED]
Ontario Provincial Police – Caledonia Detachment	[REDACTED]
Haldimand County Ambulance Service	[REDACTED]
Haldimand-Norfolk Public Health	[REDACTED]
Haldimand County Utilities	[REDACTED]
Haldimand County Emergency Management	[REDACTED]
Grand Erie District School Board	[REDACTED]
Brant, Haldimand, Norfolk Catholic District School Board	[REDACTED]



### Appendix G – Alberta Municipal Contacts

#### Strathcona County

Local Agencies & Organizations	Contact Number
Strathcona County Fire Services	[Redacted]
Strathcona County Emergency Services	[Redacted]
RCMP Strathcona County Detachment	[Redacted]
Transportation Engineering and Operations	[Redacted]
Elk Islands Public Schools	[Redacted]

#### City of Edmonton

Local Agencies & Organizations	Contact Number
Edmonton Fire Rescue Services	[Redacted]
Edmonton Police Service	[Redacted]
Edmonton Catholic Schools	[Redacted]
Edmonton Public Schools	[Redacted]
City of Edmonton Services	[Redacted]

#### Leduc County

Local Agencies & Organizations	Contact Number
Leduc County Fire Service	[Redacted]
RCMP Leduc County Detachment	[Redacted]
Leduc County Emergency Services	[Redacted]
Leduc County Public Works and Services	[Redacted]
Edmonton International Airport (YEG) Public Safety Answering Point	[Redacted]
Edmonton International Airport (YEG) Fire Service	[Redacted]



**City of Leduc**

Local Agencies & Organizations	Contact Number
Leduc Fire Service	[Redacted]
RCMP Leduc Detachment	[Redacted]
City of Leduc Public Services	[Redacted]

**County of Wetaskiwin No. 10**

Local Agencies & Organizations	Contact Number
County of Wetaskiwin Fire Service via RCMP or Yellowhead Regional Emergency Communication Centre	[Redacted]
RCMP Wetaskiwin Detachment	[Redacted]
County of Wetaskiwin Office – Public Services	[Redacted]

**Four Nations of Maskwacis**

Local Agencies & Organizations	Contact Number
Ermineskin Cree Nation	[Redacted]
Louis Bull Tribe	[Redacted]
Akamihk Montana First Nation	[Redacted]
Samson Cree Nation	[Redacted]

**Ponoka County**

Local Agencies & Organizations	Contact Number
Ponoka County Regional Fire Service via RCMP	[Redacted]
RCMP Ponoka Detachment	[Redacted]
Ponoka County Office – Public Services	[Redacted]





### Lacombe County

Local Agencies & Organizations	Contact Number
Lacombe County Fire Service	[REDACTED]
RCMP Blackfalds Detachment	[REDACTED]
Lacombe County Office – Public Works	[REDACTED]

### Red Deer County

Local Agencies & Organizations	Contact Number
Red Deer County Fire Services	[REDACTED]
RCMP Blackfalds Detachment	[REDACTED]
Red Deer County Office	[REDACTED]

### City of Red Deer

Local Agencies & Organizations	Contact Number
City of Red Deer Emergency Services via RCMP	[REDACTED]
RCMP Red Deer City Detachment	[REDACTED]
City of Red Deer Public Works	[REDACTED]

### Rocky View County

Local Agencies & Organizations	Contact Number
Rocky View County Fire Services	[REDACTED]
RCMP Strathmore Detachment RCMP Airdrie Detachment	[REDACTED]
Rocky View County Public Services	[REDACTED]



### Mountain View County

Local Agencies & Organizations	Contact Number
Mountain View County Fire Service Partnerships	[REDACTED]
RCMP Didsbury Detachment	[REDACTED]
Mountain View County Public Services	[REDACTED]

### City of Calgary

Local Agencies & Organizations	Contact Number
Calgary Fire Department	[REDACTED]
Calgary Police Service	[REDACTED]
City of Calgary Services	[REDACTED]
Calgary Airport Authority	[REDACTED]



## Appendix H – Public Health Facilities Quebec/Ontario - Emergency / Urgent Care Facilities

Montreal Line / West Line			
System Milepost	Medical Facility	Address	Contact
1 - 5	Hôpital Maisonneuve-Rosemont	[Redacted]	
6 - 16	Hôpital de la Cité-de-la-Santé		
17 - 30	Hôpital de Saint-Eustache		
30 - 62	Hôpital Hospital Du Suroît		
63-111	Cornwall Community Hospital		
112 - 160	Brockville General Hospital		
161-188	Kingston General Hospital		
189-215	Lennox & Addington County General Hospital		
216-232	QHC Belleville General Hospital		
233-255	QHC Trenton Memorial Hospital		
256-282	Northumberland Hills Hospital		
283-315	Lakeridge Health Oshawa		
316-321	Lakeridge Health Ajax Pickering		
322-327	Markham Stouffville Hospital		
328-331	The Scarborough Hospital Birchmount		
332-337	North York General Hospital		
338-347	Humber River Hospital		



348-361	Trillium Health Partners Mississauga Hospital	
362-370	Oakville Trafalgar Memorial Hospital	
371-378	Joseph Brant Hospital	
379-381	Hamilton General Hospital	

Montreal Jet Line			
System Milepost	Medical Facility	Address	Contact
1 - 6	Hôpital de la Cité-de-la-Santé		
6 - 16	Hôpital du Sacré-Cœur de Montréal		

Metro Line			
System Milepost	Medical Facility	Address	Contact
0-22	West Haldimand General Hospital		
23-34	Hamilton General Hospital		

Ottawa Lateral			
System Milepost	Medical Facility	Address	Contact
1-7	Cornwall Community Hospital		
7-21	Winchester District Memorial Hospital		
22-42	The Ottawa Hospital General Campus		



### Alberta - Emergency / Urgent Care Facilities

City / Community	Medical Facility	Address	Contact
Sherwood Park	Strathcona Community Hospital		
Edmonton South	Grey Nuns Community Hospital		
Edmonton East	East Edmonton Health Centre		
Leduc	Leduc Community Hospital		
Wetaskiwin	Wetaskiwin Hospital and Care Centre		
Ponoka	Ponoka Hospital and Care Centre		
Lacombe	Lacombe Hospital and Care Centre		
Red Deer	Red Deer Regional Hospital Centre		
Innisfail	Innisfail Health Centre		
Olds	Olds Hospital and Care Centre		
Didsbury	Didsbury District Health Services		
Airdrie	Airdrie Community Health Centre		
Calgary North	Peter Lougheed Centre		
Calgary South	South Health Campus		
Calgary Central	Sheldon M. Chumir Health Centre		
Calgary South	South Calgary Health Centre		



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## Emergency Response Plan

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Revision Date: Mar 2024

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## Appendix I – Indigenous Communities Contacts

### Mohawk Council of Kanesatake

Department / Offices	Contact Number
Mohawk Council of Kanesatake Office	[Redacted]
Kanesatake Emergency Response Unit	[Redacted]
Mohawk Council of Kahnawà:ke Department / Offices	Contact Number
Kahnawà:ke Peace Keepers (Law enforcement)	[Redacted]
Director of Public Safety	[Redacted]
Director of Kahnawà:ke Environment Protection Office	[Redacted]
Kahnawà:ke – Public Safety / Emergency Preparedness	[Redacted]

### Mohawk Council of Akwesasne

Department / Offices	Contact Number
Mohawk Council of Akwesasne – Emergency / Central Dispatch	[Redacted]
Akwesasne Mohawk Police Services	[Redacted]
Akwesasne Emergency Measures Office	[Redacted]
Mohawk Council of Akwesasne – Bldg.1 / Government Services	[Redacted]
Cornwall Island Admin / Environment / Conservation	[Redacted]

### Mohawks of the Bay of Quinte

Department / Offices	Contact Number
Mohawks Fire Dept.	[Redacted]
Tyendinaga Police Service	[Redacted]
City of Belleville Public Works	[Redacted]
MBQ Environmental Technical Services	[Redacted]
MBQ Community Infrastructure	[Redacted]



**Alderville First Nations**

Department / Offices	Contact Number
Alderville First Nation Administration Office	[Redacted]
Ontario Provincial Police – Northumberland Detachment	[Redacted]

**Mississaugas of Scugog Island**

Department / Offices	Contact Number
Mississaugas of Scugog Island – After-Hours / Emergency	[Redacted]
Mississaugas of Scugog Island – Administration	[Redacted]
Mississaugas of Scugog Island – Public Works	[Redacted]
Durham Regional Police Service	[Redacted]

**Six Nations of the Grand River**

Department / Offices	Contact Number
Six Nations of the Grand River – Fire and Emergency Services	[Redacted]
Six Nations of the Grand River - Administration	[Redacted]
Six Nations Police Service	[Redacted]

**Haudenosaunee Confederacy**

Department / Offices	Contact Number
Haudenosaunee Confederacy - Administration	[Redacted]

**Mississaugas of the Credit First Nation**

Department / Offices	Contact Number
Mississaugas of the Credit - Administration	[Redacted]
Ontario Provincial Police – Caledonia Detachment	[Redacted]
Six Nations Police Service	[Redacted]





**Four Nations of Maskwacis**

Department / Offices	Contact Number
Ermineskin Cree Nation	[REDACTED]
Louis Bull Tribe	[REDACTED]
Akamihk Montana First Nation	[REDACTED]
Samson Cree Nation <sup>22</sup>	[REDACTED]
RCMP Maskwacis Detachment	[REDACTED]



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## Emergency Response Plan

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Revision Date: Mar 2024

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## Appendix I – Indigenous Communities Contacts

### Mohawk Council of Kanesatake

Department / Offices	Contact Number
Mohawk Council of Kanesatake Office	[Redacted]
Kanesatake Emergency Response Unit	[Redacted]
Mohawk Council of Kahnawà:ke Department / Offices	Contact Number
Kahnawà:ke Peace Keepers (Law enforcement)	[Redacted]
Director of Public Safety	[Redacted]
Director of Kahnawà:ke Environment Protection Office	[Redacted]
Kahnawà:ke – Public Safety / Emergency Preparedness	[Redacted]

### Mohawk Council of Akwesasne

Department / Offices	Contact Number
Mohawk Council of Akwesasne – Emergency / Central Dispatch	[Redacted]
Akwesasne Mohawk Police Services	[Redacted]
Akwesasne Emergency Measures Office	[Redacted]
Mohawk Council of Akwesasne – Bldg.1 / Government Services	[Redacted]
Cornwall Island Admin / Environment / Conservation	[Redacted]

### Mohawks of the Bay of Quinte

Department / Offices	Contact Number
Mohawks Fire Dept.	[Redacted]
Tyendinaga Police Service	[Redacted]
City of Belleville Public Works	[Redacted]
MBQ Environmental Technical Services	[Redacted]
MBQ Community Infrastructure	[Redacted]



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# Emergency Response Plan

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TNPI Activation Chart														
Internal TNPI Employees			ICS Positions											
Names	Office	Mobile	Location of	Incident Commander	Public Information Officer	Safety Officer	Liaison Officer	Operations Section Chief	Planning Section Chief	Logistics Section Chief	Finance/Adm Section Chief	Unit Leader	Technical Specialist	Field Support
[Redacted]	[Redacted]	[Redacted]	[Redacted]		[Redacted]									
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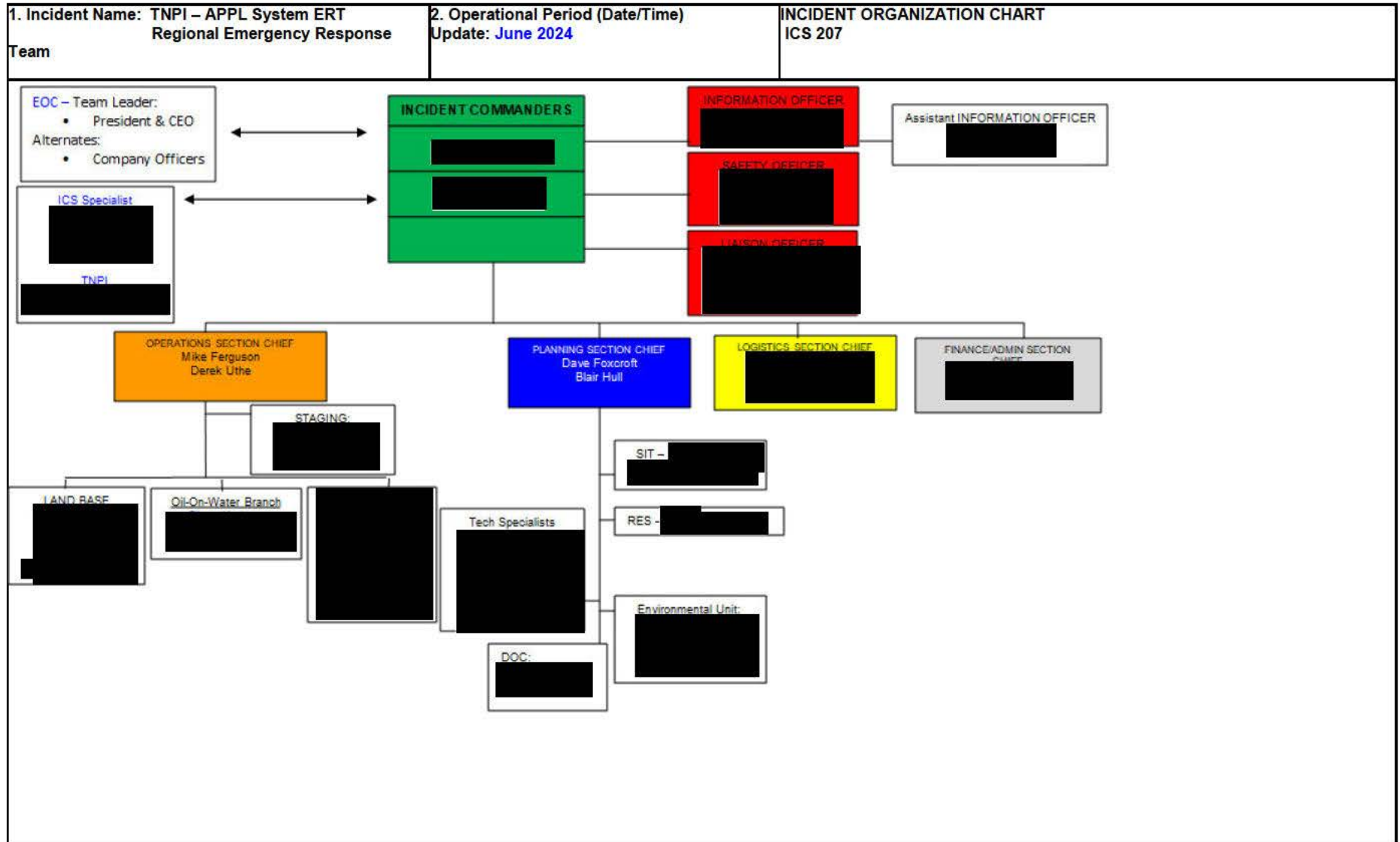
# Emergency Response Plan

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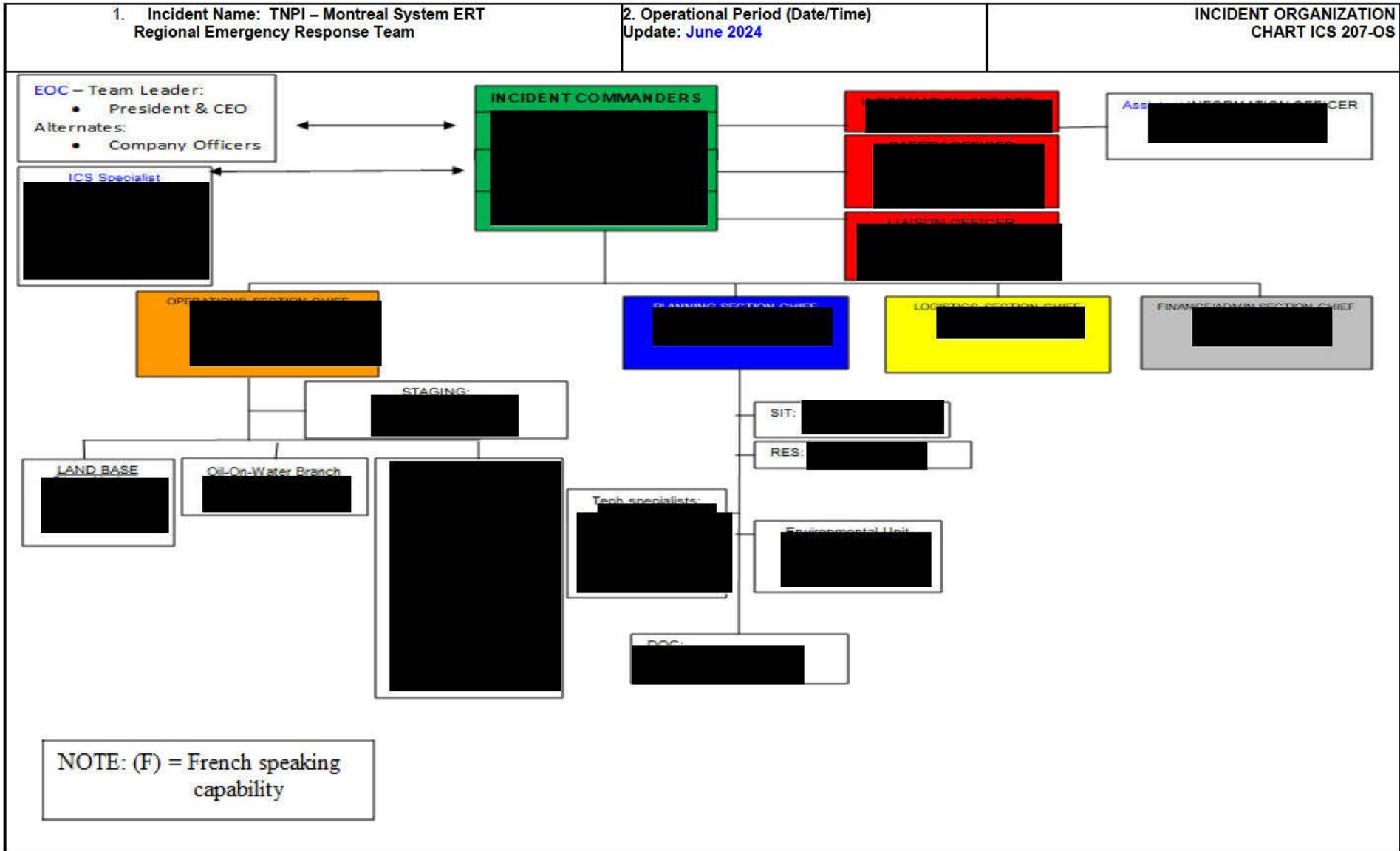
TNPI Activation Chart Internal TNPI Employees			ICS Positions											
Names	Office	Mobile	Location of Operation	Incident Commander	Public Information Officer	Safety Officer	Liaison Officer	Operations Section Chief	Planning Section Chief	Logistics Section Chief	Finance/Adm Section Chief	Unit Leader	Technical Specialist	Field Support
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TNPI Activation Chart Internal TNPI Employees			ICS Positions											
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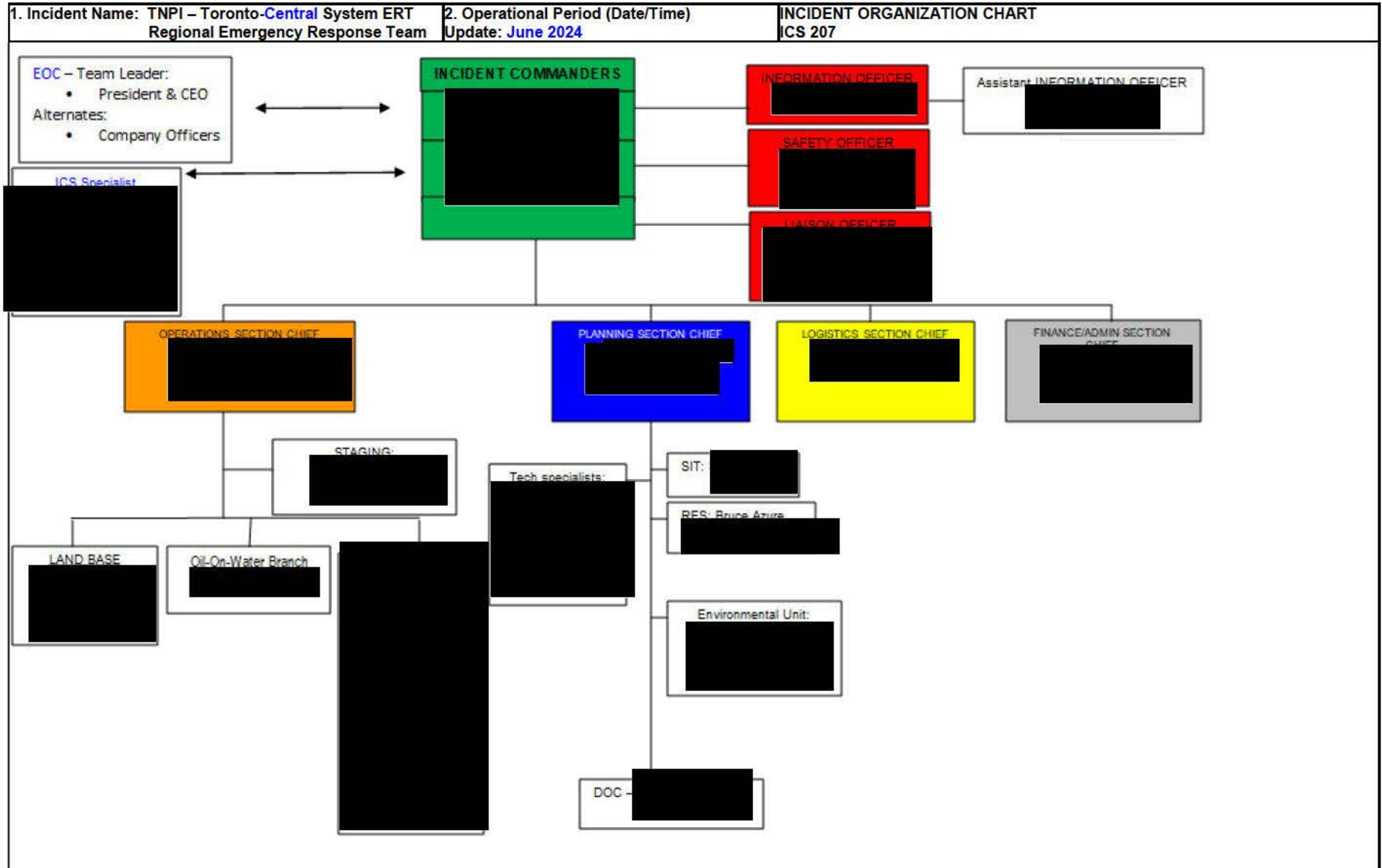








# Emergency Response Plan



**Appendix K Revisions**

Section #	Rev #	Date	Author/ Approver	Changes Made
1-17	17	03/2024	[Redacted]	Complete ERP Redevelopment and Appendices update
Title, 1.3, 4.1.1	16	March 28, 2023	[Redacted]	Revise Security, Environment and Emergency Management to Environment, Emergency Management and Security, SE&EM to EEMS.
Appendix H	16	March 28, 2023	[Redacted]	Update to TNPI staff list, add Shearwater and EmergWest to list of response contractors.
8.5.3	16	March 28, 2023	[Redacted]	Revised verbiage to further identify when First Nations Rightsholders are to be informed of an event
6.6.1.5	16	March 28, 2023	[Redacted]	Addition with details to support that management of a Reception Centre
Table 18	16	March 28, 2023	[Redacted]	Adjust Benzene IDLH to meet current value
Table 4, 5.2.3	16	March 28, 2023	[Redacted]	Clarification that PIO may act as company spokesperson with Incident Command approval. Clarification that IC, Unified Command, TNPI President and Corporate Communications are part of the messaging approval process.
Table 1	16	March 28, 2023	[Redacted]	Removed reference to CSA 731 standard.



<b>Table 1, 6.2.4.4, 4.1.3</b>	16	March 28, 2023	[REDACTED]	Updated AER Directive 071 date to 2023, edited Directive 071 to same format in other sections
<b>Figure 9, APPL, TS, MS ERT</b>	16	March 28, 2023	[REDACTED]	Update to ERT members due to Organizational changes
<b>Table of contents, 1.2, Table 1, 3.2.7, Table 62,</b>	16	March 28, 2023	[REDACTED]	Revised Alberta Environment and Parks to Alberta Environment and Protected Areas
<b>2.2.5</b>	15	March 31, 2022	[REDACTED]	Removed content regarding TNPI Exercise frequency and Liaison & Continuing Education Program.
<b>3.2</b>	15	March 31, 2022	[REDACTED]	Removed content suggesting the C.S.A as a regulator.
<b>4.1.2</b>	15	March 31, 2022	[REDACTED]	Revised the TNPI Activation Chart.
<b>4.2.1</b>	15	March 31, 2022	[REDACTED]	Revised potential TNPI Incident Commanders.
<b>5.1.4</b>	15	March 31, 2022	[REDACTED]	Revised TNPI ERT organization charts.
<b>6.7.2.3</b>	15	March 31, 2022	[REDACTED]	Revised information regarding WCSS. Revised ECRC authorizations.
<b>All</b>	15	March 31, 2022	[REDACTED]	Removed all references to the Canadian Energy Pipeline Association.
<b>All</b>	15	March 31, 2022	[REDACTED]	Corrected all references to Environment & Climate Change Canada, Ontario Ministry of Environment Conservation and Parks.
<b>All</b>	15	March 31, 2022	[REDACTED]	Corrected all references to QM Environmental.
<b>Appendix H</b>	15	March 31, 2022	[REDACTED]	Revised ERT contact numbers.



<b>9.2</b>	14	June 15, 2021	[REDACTED]	Addition of Opportunities for Improvements to the Corrective Action process.
<b>8.5.1</b>	14	June 15, 2021	[REDACTED]	Addition of Indigenous Communities to Other Notifications
<b>4.1.1 &amp; 8.1</b>	14	June 15, 2021	[REDACTED]	Revision to Emergency Notification, placing responsibility on the Initial IC to provide forthwith notification.
<b>6.7.1.3</b>	14	June 15, 2021	[REDACTED]	Addition of Kilbirnie Station Oil Spill trailer
<b>6.6.1.4</b>	14	June 15, 2021	[REDACTED]	Addition of Indigenous Traditional Knowledge/Traditional Land Use engagement during pipeline emergencies
<b>Appendix H</b>	14	June 15, 2021	[REDACTED]	Addition of Indigenous Communities contact information.
<b>0</b>	13	26 Mar 2021	[REDACTED]	Revision Date
<b>Table of Contents</b>	13	26 Mar 2021	[REDACTED]	Updated
<b>2.1.2</b>	13	26 Mar 2021	[REDACTED]	Added new Facility and Site-Specific plans, Leduc, Toronto Transit Commission, Highway 40/427 Tunnel
<b>2.2.4</b>	13	26 Mar 2021	[REDACTED]	Operational Excellence Policy -updated Operational Excellence Policy and removed Policy on Environment, Health, Safety, Security, Emergency Response and Operational Integrity
<b>2.2.5</b>	13	26 Mar 2021	[REDACTED]	Regional Consultations and Exercise Frequency



Section #	Rev #	Date	Author/ Approver	Changes Made
2.2.5	13	26 Mar 2021	[REDACTED]	Table 1 Type of Reviews/ Consultation and Exercise – referenced Liaison and Continuing Education, updated paragraph to align with Emergency Response Liaison & Continuing Education Program Approach document (Intelex # 5658)
Figure 7, 8 and 9 Incident Command System APPL, MS, TS ERT	13	26 Mar 2021	[REDACTED]	Update ERT Organization Charts
Figure 12 Vapour Monitoring Flowchart	13	26 Mar 2021	[REDACTED]	Replaced old with new chart
6.2.4.1	13	26 Mar 2021	[REDACTED]	Revised LEL to align with current TNPI limits
6.7.2.3	13	26 Mar 2021	[REDACTED]	Updated ECRC Activation authorization list
8.3	13	26 Mar 2021	[REDACTED]	Update CER and AER Phone numbers and Office locations
Table 121	13	26 Mar 2021	[REDACTED]	Revised Alberta Security & Strategic Support Team (ASSIST) to Provincial Security & Intelligence Office (PSIO)
8.6.3.1.1	13	26 Mar 2021	[REDACTED]	Removed reference and details related to E2 plans



Section #	Rev #	Date	Author/ Approver	Changes Made
Appendix G	13	26 Mar 2021	[REDACTED]	Added sleeve storage location search instructions
Appendix H	13	26 Mar 2021	[REDACTED]	Contacts Updated
10.3.3.1	13	26 Mar 2021	[REDACTED]	Added additional navigable water bodies to list.
6.1.1		26 Mar 2021	[REDACTED]	Added statement that biological monitoring plans must be developed if Benzene or other toxic vapours could potentially exceed the values listed in the ACGIH handbook.
0	12	26 Mar 2020	[REDACTED]	Revision Date
Table of Contents	12	26 Mar 2020	[REDACTED]	Updated
Entire Manual	12	26 Mar 2020	[REDACTED]	National Energy Board (NEB) changed to Canada Energy Regulator (CER)
2.1.2	12	26 Mar 2020	[REDACTED]	Updated Figure 2
4.1 & 4.1.1	12	26 Mar 2020	[REDACTED]	Updated to involve call center process and line control info.
4.2.1	12	26 Mar 2020	[REDACTED]	Updated
5.1.4	12	26 Mar 2020	[REDACTED]	Updated Figure 5
6.7.1	12	26 Mar 2020	[REDACTED]	Updated
8.1	12	26 Mar 2020	[REDACTED]	Updated
Appendix E	12	26 Mar 2020	[REDACTED]	ICS Figure 50. 51 and 52
Appendix H	12	26 Mar 2020	[REDACTED]	Updated



Section #	Rev #	Date	Author/ Approver	Changes Made
Appendix H	12	26 Mar 2020	[REDACTED]	Added Emergency Medical Facilities, Table 122 & 123
Appendix K	12	26 Mar 2020	[REDACTED]	Updated
0	11	20 Mar 2019	[REDACTED]	Revision Date
Table of Contents	11	20 Mar 2019	[REDACTED]	Updated
2	11	20 Mar 2019	[REDACTED]	Names updated
3	11	20 Mar 2019	[REDACTED]	Updated
4.2.1	11	20 Mar 2019	[REDACTED]	Names updated
5	11	20 Mar 2019	[REDACTED]	Updated
6.7.2.3	11	20 Mar 2019	[REDACTED]	Names updated
7	11	20 Mar 2019	[REDACTED]	Updated
8	11	20 Mar 2019	[REDACTED]	Updated
Appendix C	11	20 Mar 2019	[REDACTED]	Updated
Appendix D	11	20 Mar 2019	[REDACTED]	Updated
Appendix E	11	20 Mar 2019	[REDACTED]	Updated
Appendix F	11	20 Mar 2019	[REDACTED]	Updated
Appendix H	11	20 Mar 2019	[REDACTED]	Updated
0	10	02 Mar 2018	[REDACTED]	Intelex Number Updated
Table of Contents	10	02 Mar 2018	[REDACTED]	Added Redaction Notes
4.2.1	10	02 Mar 2018	[REDACTED]	Added [REDACTED]
Multiple	10	02 Mar 2018	[REDACTED]	MSDS switched to SDS
2	10	02 Mar 2018	[REDACTED]	Updated Figure 7.
6.7.2.3	10	02 Mar 2018	[REDACTED]	Added [REDACTED]
8	10	02 Mar 2018	[REDACTED]	Updated Reporting Information





Section #	Rev #	Date	Author/ Approver	Changes Made
Appendix H	10	02 Mar 2018	[REDACTED]	Updated contact numbers and names, added Western Contacts
0	9	25 Sept 2017	[REDACTED]	Updated contact information
4.2.1	9	25 Sept 2017	[REDACTED]	Removed [REDACTED]
6.7.2.3	9	25 Sept 2017	[REDACTED]	Removed [REDACTED]
Appendix H	9	25 Sept 2017	[REDACTED]	Updated contact numbers and names.
0	8	1 Feb 2017	[REDACTED]	Table of Contents updated for Rev. 8
1.12	8	1 Feb 2017	[REDACTED]	Removed reference to Appendix K - <a href="#">Overpressure Response</a> .
1.3	8	1 Feb 2017	[REDACTED]	Renamed Appendix L to Appendix K with the removal of old Appendix K - <a href="#">Overpressure Response</a> .
2.1.2	8	1 Feb 2017	[REDACTED]	Per CER 4.2 updated to include location of site-specific manuals
2.2.3	8	1 Feb 2017	[REDACTED]	Added reference to consider closing highways
2.2.5	8	1 Feb 2017	[REDACTED]	Updated from 37 to 22 regions
3.1 & throughout manual	8	1 Feb 2017	[REDACTED]	Updated OEM with new title Ontario Ministry of Environment, Conservation and Parks (MECP). Updated Ministère du Développement durable,



Section #	Rev #	Date	Author/ Approver	Changes Made
				de l'Environnement, de la Faune et des Parcs with new title Quebec Environment, et Lutte contre les changements climatiques (MELCC)  Updated Alberta Environment with new title Alberta Environment and Parks
4.1	8	1 Feb 2017	██████	Per CER 4.5 updated to include location of Control Room shutdown procedure
4.2	8	1 Feb 2017	██████	Updated Chart 2 and removed ██████'s name from Potential ICs
6.6	8	1 Feb 2017	██████	Per CER 5.4 reference made to plans prepared after IAP
6.6.1	8	1 Feb 2017	██████	Added Calgary Airport Terminal
6.6.1.4	8	1 Feb 2017	██████	Updated title from Product-Specific Response Plans to Factors
6.6.7	8	1 Feb 2017	██████	Per CER 7.3 added reference and location of Security Management Standard
6.7.1.1	8	1 Feb 2017	██████	Per CER 7.2 Added PIMS/FIMS and other relevant Intellex document #s
6.7.2.3	8	1 Feb 2017	██████	Removed ██████ from ECRC activation



Section #	Rev #	Date	Author/ Approver	Changes Made
6.7.3.2	8	1 Feb 2017	████████	Removed ██████████ section
7.1	8	1 Feb 2017	████████	Removed Communications overview title only
7.3	8	1 Feb 2017	██████	Referenced Security Management Standards in Intellex.
7.10.2	8	1 Feb 2017	██████	Per CER 4.6 updated reference to stand-down procedure
Appendix A	8	1 Feb 2017	██████	Per CER 6.1 Added location of SDS sheets
Appendix D	8	1 Feb 2017	██████	Added EPZ to list
Appendix G	8	1 Feb 2017	██████	Added Safe Work Permit book and WSIB to list. Per CER 9.1 added trailer locations
Appendix H	8	1 Feb 2017	██████	Updated Resource listing
Appendix I	8	1 Feb 2017	██████	Per CER 10.2 Made reference to location of contacts for EPZ
Appendix K	8	1 Feb 2017	████████	Removed Appendix K – Overpressure Response. The activity is non- emergency response based and is contained in the Line Control ERP. As a result, Appendix L now becomes Appendix K
0	7	28 Mar 2016	████████	Table of Contents updated for Rev. 7
1.1	7	28 Mar 2016	████████	Added reference to new Appendix K
1.3	7	28 Mar 2016	████████	Updated for Rev. 7



Section #	Rev #	Date	Author/ Approver	Changes Made
2.1.2	7	28 Mar 2016	[REDACTED]	Administrative change – Reference Appendix H
5.2.1.1	7	28 Mar 2016	[REDACTED]	Added requirement for IC to provide update to EOC
5.2.6.4	7	28 Mar 2016	[REDACTED]	Allow Operation Section Chief position to be contracted out
5.2.7.4	7	28 Mar 2016	[REDACTED]	Removed reference to contractor name
5.3.3.2	7	28 Mar 2016	[REDACTED]	Update Calgary EOC Address & map
6.2	7	28 Mar 2016	[REDACTED]	Update references from ERCB to AER
7.6	7	28 Mar 2016	[REDACTED]	Remove Coordination of Monitoring Activities to TNPI Comms Plan
7.7	7	28 Mar 2016	[REDACTED]	Remove Sharing and Evaluating Coverage to TNPI Comms Plan
7.8, 7.9, 7.10	7	28 Mar 2016	[REDACTED]	Updated Section numbers to 7.6, 7.7, 7.8 no change to content
7.11	7	28 Mar 2016	[REDACTED]	Updated Section number for section to 7.9
7.11.4	7	28 Mar 2016	[REDACTED]	Remove Hot Line Inquiry set up only to TNPI Comms Plan old section 7.9.4
7.11.6	7	28 Mar 2016	[REDACTED]	Remove part of Section covering Media Line Inquiry set up and media distribution to TNPI Comms Plan old section 7.9.6



Section #	Rev #	Date	Author/ Approver	Changes Made
7.11.9	7	28 Mar 2016	██████████	Remove social media password and setup to TNPI Comms Plan old section 7.9.9
7.12, 7.13,7.14	7	28 Mar 2016	██████████	Updated Section numbers to 7.10, 7,11, 7.12
8.6	7	28--Mar 2016	██████████	Updated AER Release Report
Appendix B	7	28-Mar-2016	██████████	Minor grammar update to Liaison Officer Booklet
Appendix H	7	28-Mar-2016	██████████	Updates to contact numbers and names added Red Deer County - EMO
Appendix J	7	28-Mar-2016	██████████	Changed Oilmap reference Appendix A to Attachment A
Appendix K	7	28-Mar-2016	██████████	NEW Over Pressure Response Process & Flowchart
0	6	31-Aug-2015	██████████	Table of Contents updated for Rev. 6
1.3	6	31-Aug-2015	██████████	Update for Rev. 6
2.1	6	31-Aug-2015	██████████	Update regarding Facility Specific Plans
2.2	6	31-Aug-2015	██████████	Defined HCA
4.2	6	31-Aug-2015	██████████	Correct numbering sequence and contact information
5.2	6	31-Aug-2015	██████████	Correct numbering sequence
6.2	6	31-Aug-2015	██████████	Updated ERCB to AER, u/d wildlife demobilization responsibilities



Section #	Rev #	Date	Author/ Approver	Changes Made
6.7	6	31-Aug-2015	████████	Update to reference CSA Leak Detection standards
7.11	6	31-Aug-2015	████████	Deleted duplicate lines in Table
10	6	31-Aug-2015	████████	Reference to Deterministic Modelling added
Appendix B	6	31-Aug-2015	████████	Updated Safety Officer & Environmental Unit Leader's guides
Appendix C	6	31-Aug-2015	████████	Removed blank pages/update 2 definitions
Appendix D	6	31-Aug-2015	████████	Removed ERCB and added AER and HCA
Appendix H	6	31-Aug-2015	████████	Updated contact phone numbers
0	5	15-June-2015	████████	Table of Contents Updated for Rev 5
1.1	5	15-June-2015	████████	Minor grammatical changes
1.3	5	15-June-2015	████████	Minor grammatical changes
2.1	5	15-June-2015	████████	Minor grammatical changes
2.2	5	15-June-2015	████████	Policy Update and exercise update
4.1	5	15-June-2015	████████	Minor grammatical changes
5.2	5	15-June-2015	████████	Text added "..... Waste Plan and obtain waste disposal permit from local government"
5.3	5	15-June-2015	████████	Text added: "TNPI as a member of CEPA, has participated in development of 'Response Time Standards' and the following table is reviewed and the times identified are within the acceptable and recommended ranges by CEPA."
6.1	5	15-June-2015	████████	Updated Critical Tasks using 2014 risk matrix



Section #	Rev #	Date	Author/ Approver	Changes Made
6.7	5	15-June-2015	████████	Updated response resource list
7.2	5	15-June-2015	████████	Addition of the role of 'Social Media'. Removed role of 'Employee & Shareholder/Relations' now Emergency Support Group role (ESG)
7.3	5	15-June-2015	████████	Reference role of Emergency Support Group (ESG), and addition of Social Media Community Manager role description; remove role of Employee Shareholder Relations
7.4	5	15-June-2015	████████	Removed reference to Employee Shareholder Relations
7.8	5	15-June-2015	████████	Added reference to Legal Review
7.11	5	15-June-2015	████████	Added reference to ESG being responsible for communicating with employees and shareholders. Removed reference to employee & shareholder role, under PIO, strengthened link between PIO and Liaison Officer. Added responsibilities and instructions for TNPI website updates and social media updates
8.3	5	15-June-2015	████████	Updated contact details and reporting flow (CER-TSB)
8.4	5	15-June-2015	████████	Clarified resources available from agencies
8.6	5	15-June-2015	████████	Updated to include CER OERS
10.0	5	15-June-2015	████████	Potential Scenarios updated and reference to special considerations updated
Appendix H	5	15-June-2015	████████	Updated contact information
Appendix J	5	15-June-2015	████████	Added – Deterministic Modelling high risk areas
0	4	30-April-2014	████████	Table of Contents Updated for Rev 4

Section #	Rev #	Date	Author/ Approver	Changes Made
1.1	4	30-April-2014	██████	Updated with new Appendices
1.3	4	30-April-2014	██████	Added updates for Rev 4
2.1	4	30-April-2014	██████	Update to include new App H (Resource Tel. #s)
2.2	4	30-April-2014	██████	Updated to current EHSS policy
2.3	4	30-April-2014	██████	Minor wording change
4.1	4	30-April-2014	██████	Update to Activation Chart & removed French Emergency phone number
4.2	4	30-April-2014	██████	Added Activation flow chart, updated internal roles & moved contact information to new Appendix H
5.1	4	30-April-2014	██████	Minor updates to Agencies in chart
5.2	4	30-April-2014	██████	Updates to reference new App H
5.3	4	30-April-2014	██████	Updated to state Operational Period = 24 hrs
6.1	4	30-April-2014	██████	Flash points, LEL and reference to App E updated
7.14	4	30-April-2014	██████	NEW – Script for answering service during incident
7.2	4	30-April-2014	██████	PIO Team Figure updated
8.2	4	30-April-2014	██████	Update ERCB to AER
8.3	4	30-April-2014	██████	Streamlined reporting table
8.6	4	30-April-2014	██████	Updated forms and reference from ERCB to AER



Section #	Rev #	Date	Author/ Approver	Changes Made
10	4	30-April-2014	██████	Updated reference to CSA 731 and statement that TNPI's Risk Methodology & Scenarios are high risk
Appendix E	4	30-April-2014	██████	Updated ICS forms
Appendix G	4	30-April-2014	██████	Updated to include Alberta's inventory and added columns for inventory checks
Appendix H	4	30-April-2014	██████	NEW – All resources & contact numbers in App H
Appendix I	4	30-April-2014	██████	NEW - Regional Specific plans moved from Binder B to electronic format
0	3	27-June-2013	██████	Table of Contents Updated for Rev 3
1.1	3	27-June-2013	██████	Addition of Section 10 and App G Removal of navigation graphic
1.2	3	27-June-2013	██████	ERCB change to AER
2.1	3	27-June-2013	██████	Clarification of Response Regions in Ontario, Quebec and Alberta
2.2	3	27-June-2013	██████	ER Exercise & Consultation frequency added
2.3	3	27-June-2013	██████	U/d reference to Regional Plans versus Municipal Plans
3.1	3	27-June-2013	██████	U/d reference to name change for CER OPR & AER, added CSA standards Z246
3.2	3	27-June-2013	██████	3.2.1 CER Safety Officer designation and Unified command, 3.2.3 ERCB to AER as part of Unified Command, 3.2.5 Ont. MOE as part of Unified Command
4.1	3	27-June-2013	██████	4.1.1 u/d process to include ICS added 4.1.2 Characterization of Incident (moved from 6.1)

Section #	Rev #	Date	Author/ Approver	Changes Made
4.2	3	27-June-2013	██████	U/d TNPI Activation Table 2 & 4.2.2 External Resources table updated
5.1	3	27-June-2013	██████	ICS to align with full ICS – Single and Unified Structure overview
5.2	3	27-June-2013	██████	ICS responsibilities updated to clarify meeting order, correct forms, and ability to contract position. 5.2.5.4 Safety Officer cannot be contracted out. Added Section for Resources and Situation Unit Leader
5.3	3	27-June-2013	██████	ICS in field update to align with full ICS
6.1	3	27-June-2013	██████	Previous Incident Assessment Section moved to Section 4.1.2, New Section 6.1 covers Responder Health and Safety removal of all references to Contractors being allowed safety oversight. Section 6.1.3 provides detail on Critical Task Analysis and risk ranking
6.2	3	27-June-2013	██████	Change from 25% LEL to 10% LEL threshold Page 2 and 11 only
6.4	3	27-June-2013	██████	6.4.1 u/d to include calibration requirements. Minor changes in 6.4.2
6.6	3	27-June-2013	██████	Page 1 update to plan description Region, Municipality and Control Points, Pages 2, 56,74 u/de LEL from 25 to 10%
6.7	3	27-June-2013	██████	U/d to 6.7.1.2 reference to CSA, 6.7.1.3 u/d TNPI equipment resources, 6.7.2.2. u/d to include P. Sacco as authorized individual for mobilization
10.1	3	27-June-2013	██████	New Section – Risk Ranking and Scenarios, references made is all scenarios to IH monitoring as a TNPI responsibility
Appendix G	3	27-June-2013	██████	Added Emergency Response Trailer Inventory
All Sections	2	21 Dec 2012	██████	Format & contact update to manual – all sections updated
New Manual	1	18 May 2012	██████	New Manual

u/d = update