



Salt Management Plan

Planning Approvals

Document number: 2492501

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Region of Waterloo, Water Services

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Section 1 Property and contact information

1. Property Information

Property Location: Township of Wellesley

Municipal Address: 1016 – 1018 Doering Street

2. Contact Information

Property Owner:

Name: Jim Flynn

Company: 2046680 Ontario Inc. (Jim Flynn)

Mailing Address: 1309 Greenwood Hill Road, Wellesley, ON N0B 2T0

Phone Number: 226-338-0808

Email Address: jimflynn@rogers.com

Property Tenant (if applicable):

Name:

Company:

Mailing Address:

Phone Number:

Email Address:

Property Contractor (if applicable):

Name:

Company:

Mailing Address:

Phone Number:

Email Address:

3. Person(s) Engaged in Activity or Activities

Who is engaged in, or responsible for, the activity or activities addressed in this worksheet (check all that apply):

Owner Tenant Contractor Other¹

If "Other" is indicated, please provide contact information below:

Name:

Job Title:

Company:

Mailing Address:

Phone Number:

Email Address:

Who has the authority to sign the Salt Management Plan (authority to bind the corporation):

Owner Tenant Contractor Other²

If "Other" is indicated and different from above, provide contact information below:

Name:

Job Title:

Company:

Mailing Address:

Phone Number:

Email Address:

¹ E.g. property or site manager

² As above

Section 2 Salt management practices

1. Certifications, training and tracking

S .1. Is the property Smart About Salt™ Certified?

Completed. Provide:

- Certification date: _____

Planned or in progress

Not planned

S .2. Individuals (employees and/or contractors) performing or supervising winter maintenance activities are Smart About Salt™ Trained

Completed

- Winter maintenance staff are Smart About Salt™ trained
- Winter maintenance is completed by the following Smart About Salt™ Certified Contractor _____

Planned

S .3. Record and retain in-house and hired contractor winter maintenance and training documents for five years

- Documentation should include:
 - Weather and site condition logs
 - Application records
 - Training records
 - Spreader calibration logs
 - Salt and snow management protocols: application rates, snow plowing and storage, salt storage inspections

Completed

Planned

2. Salt contract

Not applicable. Winter maintenance is not or will not be contracted

S .4. Contract salt by unit price per event or lump sum per season

- Many contracts are “salt extra” where the client pays based on how much salt is applied. To encourage contractors to use less salt, the basis of payment for new contracts must be unit price per event or lump sum per season

Completed

Planned

S .5. Contract specifies that all winter maintenance activities are performed by persons who are Smart About Salt™ Trained

Completed

Planned

3. Ice formation prevention and parking lot design

S .6. Direct roof drainage away from paved areas, includes walkways and entrances

In place

Planned

Not practical. Provide reason: _____

S .7. Maintain pavement to ensure impermeability, to allow for complete snow removal, and to prevent ponding

- Examples where ponding may occur include around raised catch basins and low areas

In place

Planned

S .8. Close off areas not requiring maintenance during winter months

- Examples include seasonal walkways, redundant stairwells and overflow parking

In place

Planned

Not practical. Provide reason: There are no areas of seasonal walkways, overflow parking, or redundant stairwells

4. Winter Maintenance Practices

S .9. Clean up excess applied salt

- If using contractor, notify them to assess the application rate and clean up excess applied salt
- Train staff to recognize excess salt and clean up when contractor not involved

- In place
 Planned

S .10. Prepare and implement a maintenance strategy for temperatures below -10C, when salt is less effective

- In place
 Planned

S .11. Remove areas of drifting snow

- Consider wind direction, elevation changes and location of snow fences

- In place
 Planned
 Not practical. Provide reason: Site not large enough for these concerns

S .12. Store snow on a designated impermeable surface that is sufficiently-sized and adjacent to a catch-basin

- Snow storage location and size should be made in consultation with the winter maintenance contractor to ensure feasibility
- Snow melt from piles should be directed towards a catch-basin to prevent an ice hazard requiring more salt
- Snow melt must not infiltrate directly to grassed areas
- If storing snow on existing parking spaces ensure that Site Plan requirements (Planning Act) for minimum number of parking spaces are still met

- In place
 Planned
 Not practical; catch-basins not present in parking lot. Chloride-free chemical (e.g. calcium magnesium acetate) to be used to de-ice snow storage melt between snow events

5. Salt storage

✓ Not applicable. Salt not stored on property.

S .13. Store salt in an area of lower vulnerability (if applicable)

In place

Planned

Not practical. Provide reason: _____

S .14. Store salt on property only during winter months

In place

Planned

Not practical. Provide reason: _____

S .15. Store salt in a secured, closed container or enclosure on an impermeable pad

In place

Planned

Not practical. Provide reason: _____

S .16. Clean up spilled salt

In place

Planned

6. Salt Storage - Liquid De-icers Only

✓ Not applicable. Liquid de-icers not stored on property.

S .17. Store and handle liquid de-icers in an area that does not drain into the environment, including storm sewer, sanitary sewer or watercourse

- Includes direct and indirect drainage such as via floor cracks, drains or ditches
- Prevention includes sealing cracked floors, moving liquid de-icer storage away from drainage areas, completing drain assessments, covering or decommissioning drainage points
- If moving de-icers to new location, label proposed storage area on the site plan

In place. Describe: _____

Planned

- S .18. Protect liquid de-icer storage areas from all vehicular traffic
- In place. Describe: _____
 - Planned
- S .19. Prepare and implement your Spills Plan, including prevention and response measures
- Complete and review your written Spills Plan at least once a year.
 - Document the completion of each review in your Spills Plan.
- In place. Describe: _____
 - Planned
- S .20. Train staff on Spills Plan, including prevention and response measures
- All staff to complete training annually.
 - New staff to complete training upon hire.
 - Document training and retain records for five years. In place. Describe: _____
- Planned
- S .21. Continuously supervise delivery and transfer of liquid de-icers by personnel trained on the spills response plan
- In place. Describe: _____
 - Planned
- S .22. Place spills kits in accessible locations
- Spill kit contents must be appropriate for liquid salt, inventoried annually with Spills Plan review, and restocked as necessary.
 - Document spill kit contents and locations.
- In place. Describe:
 - Planned
- S .23. Store de-icing liquids in a tank or tote on an impermeable pad with 110% secondary containment and collision protection
- In place
 - Planned
 - Not practical. Provide reason: _____

3. Declaration

I/We, the undersigned, hereby declare that I/we have reviewed the content of this SMP and attached forms and, to the best of my/our knowledge, the information contained herein and attached to this SMP is accurate and complete.

Prepared by: 2046680 Ontario inc. (Jim Flynn)



Signature (I/we have the authority to bind the corporation)

03/05/2021

Date (MM/DD/YYYY)

Property owner if different from above: _____

Signature (I/we have the authority to bind the corporation)

Date (MM/DD/YYYY)

Notes:

All information in the Salt Management Plan is subject to the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). Information may also be provided to the Ministry of the Environment and Climate Change, other regulatory bodies and/or local municipalities.

For Region Use Only:

Date Received:	
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