

SCHEDULE 04 – Site Safety Orientation



Welcome to Pennecon Heavy Civil Limited Amherst Island Wind Project





While You Are Here In Orientation

- Washroom location
- In case of an emergency
 - Muster area
- Breaks
- Please turn off cell phones



Project Overview

The Amherst Island wind project is a 75 MW wind project located on private agricultural land on Amherst Island, located in Loyalist Township in the County of Lennox and Addington, in eastern Ontario.

The work is comprised of construction of project infrastructure for 26 Siemens wind turbines.

The project includes a 34.5 kilovolt (kV) underground and/or overhead electrical power line collector system, fibre optic data lines from each turbine and/or wireless technology for the communication of data, a transmission line, truck turnaround areas, a submarine cable, an operations and maintenance building, permanent dock, a substation, a switching station, an un-serviced storage shed, one connection point to the existing electrical system, cable vault areas, meteorological tower(s) (met tower(s)), access road(s) to the met tower site(s), and turbine access roads with culvert installations, as required, at associated watercourse crossings.

Temporary components during construction may include staging areas for the turbines, access roads, met tower(s), collector lines and transmission line as well as crane paths, a temporary dock, site office(s), batch plant, central staging areas, and associated watercourse crossings. The electrical power line collector system will transport the electricity generated from each turbine to the substation, along the submarine cable to the mainland, and then to a switching station located near an existing Hydro One Networks Inc. (HONI) 115 kV transmission line.

Safety Orientation Content

- Amherst Island Wind Project Operation Plan (includes Emergency Response and Communication Plan & Traffic Management Plan)
- Health & Safety Policy
- Our Goals
- Our Commitment
- Guiding Principles
- Employee Responsibilities
- Employee Rules & Conditions
- Employee Rights
- Toolbox/Safety Meetings
- Accident/Incident Reporting
- Early and Safe Return to Work
- Health and Safety Inspections
- Hazard Recognition, Risk Evaluation & Control
- POST Cards
- Emergency Preparedness
- First Aid
- Fire Prevention
- WHMIS
- Personal Protective Equipment
- Marine Safety
- Housekeeping
- Lifting Safety
- Traffic Management
- Confined Space
- Fall Protection
- Lockout/Tagout
- Hand Tools
- Machinery & Equipment
- Excavations & Trenches
- Blasting Operations
- Power Line Hazards
- Site Orientation

Site Specific Plans

Amherst Island Wind Project Operation Plan

- Operation Plan developed as part of commitments for development of the project
- This plan will described methods of construction and mitigations to reduce impacts and inconveniences to local residents
- The plan includes discussion on Traffic and Construction Management Plan, Communication Plan, and Public Safety Plan
- Refer to Operations Plan for more information



Occupational Health & Safety Policy

- The Pennecon Heavy Civil Limited Management Team is committed to undertake its business in such a way as to minimize the risks of injury or ill health to people, and damage to property or the environment.
- We believe sound Health and Safety performance is fundamental to our successful business performance.
- It is our requirement and expectation that Management, Supervisors, Employees and Subcontractors will play their part in the implementation of our Health and Safety Management Strategy, performing at the highest possible levels, and foster continuous improvement in the areas of Health and Safety.

Our Goals

The goals of the Pennecon Heavy Civil Limited Health and Safety Management Strategy include:

- No personal injuries.
- No work related illness.
- No material damage or financial losses.
- Zero environmental impact.



Our Commitment

- We will ensure the Health & Safety Policy is known and understood by all associated with PHCL.
- We will demonstrate that nothing has higher priority than Occupational Health and Safety and employee well-being.
- We will think, plan, observe and evaluate as we proceed.
- We will recognize those individuals who proactively contribute to Health and Safety improvement.
- Continual improvement is the objective.
- We comply with all relevant Ontario Health and Safety Act and Regulations, Statutes, Codes of Practice, Industry Standards and PHCL Corporate Policies as a minimum.
- Safe workplaces, practices and systems are established.
- Risks arising from our activities are properly identified, assessed and eliminated or reduced to an acceptable level.

Our Commitment

- Full cooperation and participation is provided to The Occupational Health and Safety Committee, and/or Workplace Health and Safety Representative/designate.
- The corporate Health and Safety initiative is supported by the involvement of all employees, consultants, contractors and suppliers associated with Pennecon Heavy Civil Limited in a culture of continuous improvement of Health and Safety performance.
- The immediate and root causes of incidents (actual and potential) are identified, addressed and communicated to prevent reoccurrence.

Guiding Principles

Pennecon Heavy Civil Limited Management Team's guiding principles for managing work are as follows:

- All incidents are preventable.
- Ownership by senior management and on-site supervision is mandatory through direct involvement and review of OHS programs and efforts.
- Management is committed to the fact that safety is a line organization and cannot be delegated.
- Pennecon Heavy Civil Limited Management Team has an obligation to eliminate or control known hazards and to ensure workers are competent and are supervised by competent line management.
- Safety performance requires establishing procedures and programs, conducting training, contractor and employee involvement, routine self-evaluation, and continuous improvement.

Employee Responsibilities

- Integrate Health & Safety diligence into all activities.
- Exercise all reasonable steps to protect Health & Safety of self and others.
- Immediately report all incidents, illnesses and near misses to supervision.
- Identify, assess and report hazards, as well as, take appropriate remedial steps prior to work commencing and/or continuing.
- Refuse work when faced with a situation presenting imminent danger.
- Maintain and use personal protective equipment.
- Communicate frequently with supervisor on Health & Safety issues.
- Working safely is a condition of employment.

Employee Responsibilities

Employees are expected to actively participate in:

- Job planning activities
- Safety meetings
- Inspections
- Incident and near miss investigations
- Company initiated training sessions
- Early and safe return to work programs

Employee Rules & Conditions

- Employees must conduct pre-use inspections of tools.
- Employees shall be governed by standard practices, standing instructions, directives, codes, etc. which are supplementary but do not contravene this safety management system.
- All work shall be carried out in accordance with appropriate safe work practices and supervisory direction.
- Every employee shall keep his or her work area neat, clean and orderly.
- All personnel who must operate a motor vehicle as part of their normal job must maintain a valid driver's license.
- Employees shall be subject to disciplinary action up to and including dismissal as a result of willful disregard for these rules.

Employee Rights

Right to Participate

- Pennecon Heavy Civil Limited recognizes and supports employees' right to participate in the process of identifying and resolving workplace occupational health and safety issues.

Right to Know

- Pennecon Heavy Civil Limited recognizes and supports employees' right to know about issues that may affect their occupational health and safety in the workplace.
- All employees will be made aware of any known hazard they may encounter and of measures in place to reduce the risk associated with that hazard.

Right to Refuse Unsafe Work

- Any worker that believes that the work that they are asked to perform could put themselves and/or co-workers in imminent danger has the right to refuse.
- It is not just your right, but your obligation to refuse unsafe work.
- The Supervisor will take immediate action to develop a method of safe guarding to ensure that safety is the number one priority.
- If the employee still feel that the condition is unsafe then they are to talk with their OH&S Committee, WH&S Representative or Designate.
- If after corrections have been made and the worker(s) still believe the condition is unsafe, then OH&S will be contacted.

**NO WORKER WILL BE DISCIPLINED
FOR USING THEIR RIGHT TO REFUSE**

Toolbox/Safety Meetings

- Safety meetings may include but are not limited to, regular weekly safety meetings, daily pre-shift toolbox talks, project specific meetings and special hazard meetings.
- A Supervisor or designated person will head the meeting.
- Topics, which are relevant to the work being performed, will be discussed.
- All accidents/incidents reported will be reviewed during the safety meetings.
- Concerns brought up by the workers will also be discussed and documented.
- Corrective actions taken from the concerns/issues that were brought forward from the previous meeting will be discussed.

Incident Reporting

- It is Pennecon Heavy Civil Limited's policy that all incidents and near misses are immediately reported to all appropriate company personnel and required Government Agencies.
- All incident investigations are to be completed in a timely manner as per site reporting requirements.
- Pennecon Heavy Civil Limited will ensure that appropriate corrective actions are taken to reduce/eliminate the likelihood of reoccurrence.
- Employees are required to participate in the investigation proceedings as appropriate and required

Incident Reporting

Incidents that must be investigated include but is not limited to:

- Personal Injury
- Property/Vehicle Damage
- Fires & Explosions
- Chemical & Pollutant Spills
- Sedimentation controls failures
- High Potential Near Misses
- Wildlife Incidents (injury; fatalities)
- Pedestrian interactions; near misses



Early & Safe Return to Work Policy

- Pennecon Heavy Civil Limited is committed to assisting employees who have been injured in the course of employment to return to work in a timely and safe manner.
- In the event of an injury, Pennecon Heavy Civil Limited will work with the injured party, offering employment consistent with the worker's functional abilities.
- PHCL will co-operate with employees and the WSIB at all times in ESRTW. Co-operation from PHCL includes:
 - contacting employee as soon as possible after your injury, and maintaining regular contact with employee throughout employee's period of recovery
 - attempting to identify and arrange appropriate employment
 - giving the WSIB any information required about employee's ESRTW
 - informing the WSIB about any material change in circumstances.

Health & Safety Inspections

- Pennecon Heavy Civil Limited will ensure formal inspections will be carried out on a regular basis by a workplace team consisting of representatives from Management, Supervision, OHS Committee and the HSE Team.
- Informal workplace inspections take place on an ongoing basis to ensure compliance to company and legislative requirements.
- All deficiencies and hazards noted during inspections will be documented.
- All necessary corrective actions will be taken to mitigate any hazards identified as a result of the inspections.
- Responsible persons will date and sign off when issues have been completed.
- The issues noted during the inspections will be reviewed during the weekly safety meetings and daily toolbox talks.



Hazard Recognition, Risk Evaluation & Control

- We expect employees to ensure that all work is performed in a safe manner through:
 - Planning the work to be completed.
 - Monitoring the area and work for hazards.
 - Monitor for any unsafe acts and conditions around the workplace.

- Some examples of unsafe acts and conditions are:
 - Defective tools or equipment.
 - Lack of PPE (fall protection, welding shields, etc.).
 - Lack of training for the task.
 - Use of alcohol or drugs while working.
 - Hazards which have not been identified in the workplace.
 - Disregard for rules, policies and procedures.
 - Violation of project safety absolutes.

Hazard Recognition, Risk Evaluation & Control

A JSA will be conducted or be reviewed:

- When a job is being undertaken for the first time and the risks are unknown.
- For non-routine jobs or new jobs where experience is limited.
- Any job that is deemed to be high risk.

Hazard Recognition, Risk Evaluation & Control

Hazard analyses help identify the hazards and determine the corrective actions that need to be taken.

The steps to performing a hazard analysis are:

- Select the job to be analyzed
- Break the job down into steps
- Identify the hazards and potential accidents/incidents that may occur
- Develop ways to eliminate hazards and prevent potential accidents



Hazard Recognition, Risk Evaluation & Control

- Employees wishing to report an unsafe or unhealthy working condition or a recommendation pertaining to safety or improving the health of the work environment may do so by:
 - Completing a POST Card
 - Reporting the issue to his/her Supervisor or Safety Representative
- Recommendations will be reviewed by the Safety Representative and/or Supervisors.
- The person(s) submitting the safety recommendation will be advised as to the action taken to remedy the condition.

Performance Observation Safety Tracking

- Prepare to Observe
- Observe the behavior
- Identify the positive
- Identify area of improvement
- Initiate the conversation
- Acknowledge the positive behaviors
- Ask open ended questions about challenges observed
- Come to an agreement about corrective action
- End conversation on a positive
- Positive behavior may qualify for an award
- Fill in personal information

Emergency Response & Communication Plan

- The following emergency procedures shall be followed in the event of an emergency or operational exceedance that occurs at the Facility during construction or pre-commissioning:
 - Stop work and “freeze” the scene
 - Notification of Direct Supervisor or Construction Manager.
 - Immediately contact the nearest management representative and describe the situation, including:
 - The nature of the emergency such as a fatality, major illness (i.e. heart attack, not breathing, unconscious, etc.), or minor injury (i.e. twisted ankle, minor cuts, etc.);
 - Potential risks of injury to persons at or near the site;
 - Potential risks to the environment;
 - Potential risks to property; and
 - The need for personnel and other resources to respond to the emergency.

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Emergency Response & Communication Plan

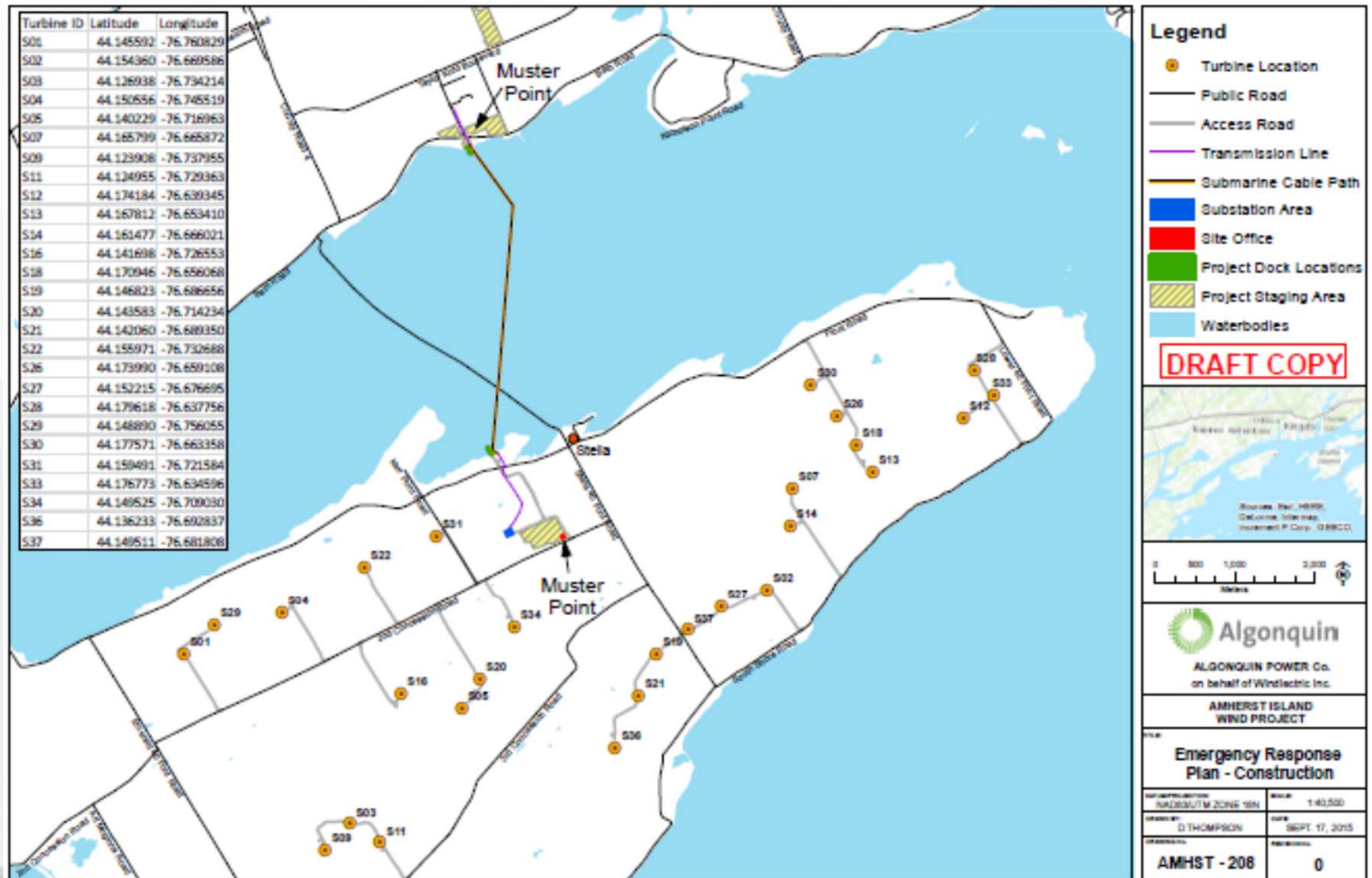
- Identify the location of emergency by referring to the closest turbine, structure or road junction.
- The Construction Manager or designate, will notify on-site personnel, including any visitors, of the emergency via an alarm system, by telephone, two-way radio or sirens, and then call 9-1-1. The Construction Manager or designate, will describe the emergency to the 9-1-1 Operator. For non-urgent incidents the Construction Manager or designate will coordinate the transportation of the person to the hospital and notify the hospital of the incoming patient.
- If the Construction Manager or designate cannot be immediately reached then employee will call 9-1-1.
- The Construction Manager or designate, will notify the Algonquin Site Manager and the Algonquin Safety Representative.

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Emergency Response & Communication Plan

- If required, the Construction Manager or designate, will designate an employee to go to the nearest access point to meet the Loyalist Township Emergency Services and escort them to the location of the accident.
- If required, to prevent further potential injury, the Construction Manager or designate, will evacuate the Facility area where the accident occurred.
- The Construction Manager or designate, will identify any need for security measures at the Facility during the emergency, and designate one person to coordinate these measures.
- Any excessive delays or delay resulting from a unforeseen circumstances that blocks any roads must be relayed to the Loyalist Township Emergency Services department immediately.

Emergency Response & Communication Plan



Muster Station

- Muster station location will be posted.
- Diagrams showing the location will be posted in common areas on site (lunchroom/office).



First Aid

- The appropriate number of personnel will be trained in first aid.
- If there is a situation requiring immediate medical attention, notify Ambulance and supervision and if qualified give first aid.
- If not qualified wait with the person until a qualified first aider/ambulance arrives at the location.
- A designated employee will wait at the entrance to the site for the ambulance(if required) and direct them to the required location.

Fire Prevention

Fires can cause serious injury, death, and property loss. Small fires can be put out with portable extinguishers.

To prevent fires:

- Ensure that all combustibles are kept in the appropriate areas
- Keep waste in designated containers
- Never assume a fire is out. The chance of re-ignition is always high – report it

In the event of a fire:

- Shout FIRE and assess the situation.
- If trained and it is safe to do so, try and extinguish the fire; if not, wait for help to arrive.

Fire Prevention

When using a portable fire extinguisher, the following steps are to be taken:

- **P**ull the pin. Some models require you to remove a locking pin.
- **A**im low and direct the hose nozzle or cone at the base of the fire.
- **S**queeze the handle to release the contents of the extinguisher.
- **S**weep the extinguisher from side to side while moving forward.

- WHMIS: Workplace Hazardous Materials Information System
- Material Safety Data Sheets (MSDS) are available in the workplace
- If a product is taken out of its original container then a workplace label must be put into place with the following information:
 - Product name
 - Safe handling instructions
 - Statement saying that MSDS's are available

WHMIS Symbols



**COMPRESSED
GAS**



**FLAMMABLE &
CONBUSTIBLE**



**OXIDIZING
MATERIAL**



TOXIC
Immediate & Severe



TOXIC
Long Term Concealed



**BIOHAZARDOUS
INFECTIOUS**



**CORROSIVE
MATERIAL**



**DANGEROUSLY
REACTIVE**

Personal Protective Equipment

All Pennecon Heavy Civil Limited employees, contractors, vendors, and visitors shall wear the following PPE as a minimum when in a field work environment, including shops and lay down areas:

- CSA approved:
 - hard hat.
 - Safety glasses.
 - Work boots (green triangle).
 - Reflective apparel.
- Gloves (appropriate to the task being performed)
- All clothing must be in good repair as not to create hazards in the workplace.
- Additional PPE if required will be available.



Marine Safety – Compliance with Transport Canada requirements

- Barge offloading activities commence, require strict procedures to ensure the health and safety of unloading personnel, while reducing or eliminating any potential impacts on the environment.
- The Barge Captain and Construction Manager or designate, will review weather conditions before offloading activities commence, to identify if severe weather may be expected using Environment Canada's web site or by calling Environment Canada's Marine Forecasting service. for contact information). This service provides the most up-to-date information, and also provides information beyond the 24-hour period.
- The Construction Manager or designate, will take steps to reduce or eliminate any potential impacts to the marine environment.
- Safety is paramount during offloading procedures. All unloading personnel are required to wear approved safety equipment (steel-toed boots, high visibility vest) and life jackets (as per the appropriate regulation) must worn by waterside personnel.

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Marine Safety – compliance with Transport Canada requirements

- The dock will be equipped with safety equipment such as a ladder, life preserver rings (throw rings), lighting, and an emergency alarm.
- Equipment will be offloaded at low speed, by properly trained operators, and with the use of safety and directional “spotters”.
- In the event of strong tidal or wave motion, at the sole discretion of the Barge Captain, offloading operations will be halted if the unloading personnel is subjected to unsafe movement, or pitch, of the barge.
- Should a spill occur, the Construction Manager or designate, in consultation with the Site Manager, Barge Operator and authorities of jurisdiction, will direct the proper procedure for clean-up and reporting.

Housekeeping

- Work locations, vehicles and both the inside and outside of buildings are to be kept clean and orderly at all times.
- Combustible materials, such as oily rags, shall be kept in approved metal containers with metal lids.
- Floors, platforms, exits and walkways are to be kept clear of dangerous projections and obstructions.
- All spills are to be cleaned to prevent slipping hazards.
- Materials and tools are to be stored in an orderly manner.
- Keep lunchrooms and washrooms clean and clear of garbage.
- Ensure proper lighting is utilized; report broken/burnt out bulbs.
- Recycle and reuse wherever possible.

Traffic Management

A Traffic Management Plan has been developed and governs worker behavior and construction activities on Amherst Island during the construction phase. It includes:

- A consideration of the existing traffic, pedestrian, and cycling activity on the island as well as the related road/intersection operations;
- Identified and considered potential safety concerns related to the design of the existing roadways and/or intersections, given the addition of construction vehicles to the mix of traffic on Amherst Island;
- Determination of the routes from a nominal safety perspective between the Island laydown areas (dock) and proposed wind turbine sites;
- An articulation of the plan to manage construction traffic in a manner that minimizes the potential impact on local wildlife; and
- The specific measures to be implemented during the construction phase of the project, which incorporate the principles and guidelines of “*Ontario Traffic Manual Book 7 Temporary Conditions*”.
- Nominal safety is defined as compliance with standard practices and guidelines.

Refer to Traffic Management Plan for additional information.

Lifting Safety

It is important that proper lifting techniques are being utilized:

- Get a good footing.
- Place feet about shoulder width apart.
- Bend at the knees to grasp the weight.
- Keep your back reasonably straight and head up.
- Get a firm hold and lift gradually, without twisting, by straightening your legs.
- When putting the load down, reverse this procedure.
- Get help when needed.

USE LIFTING EQUIPMENT OR GET ASSISTANCE, WHEN AVAILABLE, INSTEAD OF MANUALLY LIFTING

Confined Space Work

- Before entering into a confined space the workers must have the government approved confined space training certification.
- Employees must comply with Confined Spaces Regulation (O. Reg. 632/05)
- Gas monitors must be utilized to determine the oxygen, other gas levels and LEL (lower explosive limit) before entering the space as well as for continuous monitoring.
- An attendant **MUST** always be in place when employees enter a confined space.
- There must be a means of communication between the attendant and the personnel inside the confined space based on the requirements of the space.
- Signage must be posted at the entrance of all confined space.

Fall Protection

- Fall protection is required for any work at heights as per site requirements.
- Employees must comply with Sections 26 to 26.9 of the Regulation for Construction Projects (O. Reg. 213/91).
- For work at heights, workers must have the government approved fall protection training certification as outlined in Occupational Health and Safety Awareness and Training (O. Reg. 297/13).
- Anchor points should be of sufficient height to limit free fall distance.
- Workers are responsible for inspecting their fall arrest gear prior to use.
- All lanyards must have shock absorbers in place.

Lock Out Tag Out

Pennecon Heavy Civil Limited expects:

- **ZERO ENERGY MAINTENANCE** for lock out/tag out
- Must always have both a lock and tag present

Basics to locking out equipment/machinery:

- Isolate equipment to be de-energized.
- Advise other workers of the lock out.
- Identify all energy sources (pneumatic, electric, etc.).
- Tag and lock the equipment/machinery (Use chains on valves).
- Test to ensure that all energy has been removed.
- Hold onto the lock until the work is completed.

1 WORKER, 1 LOCK, 1 KEY.

NEVER SHARE YOUR LOCK, KEY OR TAG WITH ANYONE

Hand Tools

- Hand tools must be inspected prior to use.
- All electrical tools must have a ground plug or be double insulated; removal of grounding is NOT permitted.
- Trigger lock must be removed by qualified electrician.
- All extension cords must be in good repair.
- All tools/equipment designed with guards must have them in place; tools/equipment without guards are to be removed from service.
- All damaged and defective tools are to be tagged out and to be removed from service.
- Grinders are to be used with the correctly rated discs.
- Power tools are to be unplugged before being adjusted and/or repaired.

Machinery & Equipment

- All machinery and equipment must comply with applicable codes, legislation and industry standards.
- No walking under loads, riding on forks, loader buckets, etc.
- Misuse of equipment will NOT be tolerated.
- Operators using equipment dangerously will be disciplined and removed from the equipment.
- Operators taking medications must first report to their Supervisor.

Excavations & Trenches

- Remove debris and excavated soil near excavation site [s. 232]
- Arrange to protect workers from falling into excavation [s. 233(4)]
- Plan for removing water in excavation [s. 230]
- Identify and locate overhead power lines [s. 188) and underground services [s. 228]
- Know soil types [s. 226] and what sloping, shoring or pre-fabricated, hydraulic or engineer systems are required [s. 234 to 242]
- Notification requirements [s. 6 (a), (g) and (h)]
- Requirements for when support system must be engineered [s. 235(2) and s. 236]
- Prepare emergency plan [s. 17 and 18]
- Worker(s) shall not perform work in trench unless another worker is working above ground [s. 225]
- Obtain utility locations before digging [s. 228]

Blasting Operations

- Ensure adequate notice is provided to the general public prior to blast
- Ensure all personnel on site are aware of blast time.
- Air Traffic Control is informed prior to blasting (30 minutes and 5 minutes before the blast).
- Access to blast to be guarded at time of blast, no unauthorized personnel
- Ensure adequate collars.
- Blaster to determine appropriate distance based on blast location and design.
- Locate equipment at safe distances
- Audible warning horn will be sounded
- “Danger Blasting” Signage at Security gate before start of shift outlining “Time Of Blast”
- No one is to return to the blast site until given the all clear from the blaster in charge
- Blaster to conduct visual inspection after the blast.

Power Line Hazards

- Employees must comply with Section 188 of the Regulation for Construction Projects (O. Reg. 213/91).
- Never raise overhead lines to allow machinery or equipment to pass underneath.
- When operating equipment, post a signal person to ensure you maintain a safe working distance from overhead lines.



Environmental Overview



Why do we have an Environmental Program?

- Obey the law.
- Protect workers and the environment.
- Avoid financial losses, eg. fines and project shutdowns.
- Reduce liability through regulatory compliance.



PHCL Environmental Policy

It is the primary and continuing objective of Pennecon Heavy Civil Limited that, in the conduct of its activities, it will endeavor to limit adverse effects on the physical environment through the respectful use of our natural resources.

As part of its commitment, PHCL will adhere to all applicable laws, regulations, and other requirements. PHCL will incorporate environmental considerations into project planning and operating practices and will promote sustainable development through pollution prevention, waste minimization, and recycling, wherever possible. PHCL believes that through heightened environmental awareness and action, these objectives can be accomplished.

PHCL believes that excellence and continuous improvement in environmental practices are in the best interests of all stakeholders.

This Environmental Policy reflects the commitment of PHCL's Senior Management to ensuring that environmental objectives, targets, and policies are communicated and adhered to by all employees, suppliers, and sub-contractors.

What are some of the elements of the site EPP?

- Erosion and sediment control
- Wildlife
- Wildlife Mitigations
- Petroleum Products and Hazardous Materials
- Spill Prevention
- Spill Response Protocol

Erosion and Sediment Control

- As per Storm Water & Erosion Control Plan
- Significant environmental concern on all earth-moving projects
- Sensitive areas: marine environment, wetlands,
- Typical measures:
 - Turbidity curtain
 - Silt fencing and hay bales
 - Check-dams, dykes, gravel berms
 - Sediment control ponds or traps
- Your responsibility?
 - Prevention: appropriate mitigation measures in place BEFORE the work begins.
 - Mitigation measures maintained, inspected, changed, or upgraded regularly.

- General mitigation measures:
 - A separate Environmental Awareness Session will be provided to highlight wildlife sensitivities per the Renewal Energy Approval commitments and the Traffic Management Plan wildlife section..
 - Notify the HSE Advisor of any wildlife sightings
 - Do not feed wild animals.
 - Hunting, trapping or fishing is not permitted on site.
 - Site and working areas will be kept clean of food scraps and garbage.
 - Wildlife-protected disposal containers will be used and will be regularly emptied and transferred to the local landfill.
 - No personal pets, domestic or wild, allowed on the site.
 - DO NOT disturb nests or burrows.
 - DO NOT chase, catch, divert, follow or otherwise harass wildlife by vehicle or on foot within the project site

Wildlife Mitigations – Traffic Management

- As an integral component of the traffic management plan, potential risk of wildlife collisions and disturbance from construction traffic will be addressed through a variety of mitigation measures. These measures incorporate design elements into the traffic management plan, as well as a specific traffic control measures, along with measures designed to influence driver behavior. Specific mitigation and avoidance measures include:
 - Avoidance of roads in proximity to the wetland complex or through large woodland features;
 - Timing restrictions for construction traffic, specifically that large trucks and bulk material deliveries would be minimized outside daylight hours;
 - Reduced speed limits and signage near wildlife area;
 - Barrier fencing where appropriate; and
 - Wildlife sensitivity and awareness training, with reinforcement designed to encourage a culture of respect for wildlife.



Petroleum Products and Hazardous Materials

- Fuel, hydraulic fluid, etc.
- The primary concern: uncontrolled or accidental release.
- Mitigations:
 - AST's: steel, double walled, and in a lined secondary containment (125%) basin.
 - Proper storage and disposal: oil buckets, hydraulic fluid containers, grease tubes, greasy/oily rags, contaminated soil, etc. stored in secondary containment.
 - Equipment Fueling: as per site plan. No fueling within 30 m of a watercourse, drainage ditch, area with a high water table, or exposed shallow bedrock.
 - Limited quantities stored on site. SDS sheets available.
 - Regular inspections of storage areas.
 - Fire extinguishers and spill kits strategically located.

Spill Prevention

- **Every spill is a reportable spill (notify your supervisor or HSE Advisor)**
- Considerations?
 - Minimize danger to persons.
 - Minimize pollution of watercourses.
 - Minimize area affected by spill.
 - Minimize the degree of disturbance to the area and watercourses during cleanup.

Spill Response Protocol

As per the Emergency Response and Communication Plan:

- Immediately upon a release or a spill, steps should be taken to implement procedures for containment, control and cleanup of the spill, as follows:
 - If it is safe to do so, stop the spill and remove all ignition sources.
 - Ensure the safety of all individuals in the area and evacuate the area as necessary.
 - Secure the area.
 - Contain the spill either by constructing containment dikes, by using spill absorption materials, or by other appropriate methods.
 - Immediately notify the Construction Manager or Operation Manager, or designate, who in turn will notify other regulatory authorities, as required.
 - If it is a reportable spill, call the Ministry of Environment Spills Action Center, as well as Loyalist Township.

Spill Response Protocol

- If possible, identify the material released.
- If the material can be identified, use the Material Safety Data Sheet (MSDS) for detailed procedures.
- If the release is an airborne vapor spill, gas or a large uncontrollable spill of liquid, also call 9-1-1 to activate the Loyalist Township Emergency Services .
- Arrange for clean-up and proper disposal of all collected waste materials at an authorized regulated facility.
- In instances where remediation is required, call Quantum Murray or Dedicated Environmental Services Inc.
- Take all necessary precautions to ensure that the incident does not reoccur.
- The Construction Manager shall submit a written report to appropriate regulatory authorities as required by applicable legislation

Cultural Heritage Resources and Protected Properties

- A number of cultural heritage resources have been identified:
 - Built Heritage Resources (buildings, structures)
 - Cultural Heritage Landscapes (Ferry, Stella, church, cemetery)
 - Dry Stone Walls

- Construction activities will closely interface with several of these locations on the project.
- All employees will become familiar with these locations.
- A 50 m buffer zone will be strictly adhered to at all these locations.
- Intrusions of these buffer zones will only be allowed through the specific approval of the Construction Manager.

Roles and Responsibilities

- ALL workers are expected to:
 - Become familiar with applicable elements of the Environmental Protection Plan, Spill Prevention Response Plan, and Waste Management Plan
 - Include environmental hazards in job planning/risk management
 - Identify potential environmental issues.
 - Minimize impacts
 - Inform the environmental team of observed or potential environmental impacts

Getting Familiar with the Site

When you arrive at a worksite the supervisor shall provide the following information:

- Lunchrooms/washrooms
- Communication equipment
- Fire extinguishers
- First aid kits/list of first aiders
- Eye wash stations
- Emergency contact list
- Emergency muster point(s)
- Designated walking areas
- Wildlife sensitive areas
- Designated Construction Haul Routes
- Protected heritage features and buffer zones



Quality Overview



General Requirements:

- The organization **shall establish, document, implement and maintain** a quality management system and **continually improve** its effectiveness.

Goals:

- Achieve quality by managing the processes that create products and services ... with an emphasis on:
 - preventing problems
 - reducing variation
- Give the customer confidence that products and services will consistently meet requirements
- Give the organization confidence that it can achieve its objectives

- The result of all departments and personnel working together to achieve organizational goals and customer satisfaction for the products and services we provide.
- Quality is everyone's responsibility.
- Everyone on the job is responsible for completing their work in accordance with Customers Requirements.
- Quality has to be built into the product, it cannot be inspected into it after the fact.



Thank you.

