



POLICY TITLE: CHEMICAL AND HAZARDOUS MATERIALS

POLICY NUMBER: OPERATIONS / ENG. - 625

<i>Date of Council Adoption: June 15, 2015</i>	<i>Date of Last Amendment:</i>
<i>Council Resolution Number: 2015-244</i>	
<i>Originating Department: Engineering and Municipal Operations</i>	<i>Date last reviewed by the Governance and Legislation Committee: May 25, 2015</i>

Policy:

To protect City employees and the public, the storage and use of chemicals/hazardous materials will be guided by the following procedures:

1. Handling of chemicals and materials called “hazardous materials” will be by trained City employees unless unusual circumstances require that contractors be used.
2. When contractors are used they must be certified applicators and hold a current licence. They must also provide a minimum of \$2,000,000.00 liability insurance including coverage for pollution, clean up costs, contamination or other acts of negligence. The City of White Rock shall be added as an Additional Insured.
3. The following minimum precaution will be taken with respect to storage:
 - Storage of chemicals should be kept to minimum quantities.
 - Storage should be in a well-secured separate storage building with adequate ventilation. Control switches must be located outside the storage area.
 - Chemicals must be stored away from heat, moisture or freezing. Use original containers with clearly legible labels only. Under no circumstances should chemicals be removed from the original manufacturer’s container. If the label is not clear, do not accept from supplier. Always leave sufficient room between the chemicals to prevent interaction.
 - Storage room should be locked always when not in use. Use should be restricted to those individuals who have been trained and certified to use pesticides. Data sheets in accordance with WHMIS will be kept and be clearly visible.
 - The store room will have a first aid kit.
 - Those engaged in the use of chemicals will use protective clothing at all times when using chemicals.
 - The handling and transportation of chemicals shall be in compliance with Provincial Transportation of Dangerous Goods Programs.

Rationale:

The City of White Rock wishes to demonstrate that balanced against the nature and quality of the risk involved, the City of White Rock's system of Chemical / Hazardous Material Storage and Handling is reasonable in light of all circumstances including budgetary limits, available personnel and equipment and the criteria of wanting to meet the standard duty of care.