

# Ontario Asphalt Pavement Council



## Trillium Award Application 2021



# Instructions

Complete all areas of the form and tally your responses. If your plant site qualifies, send the forms to the address below. If judged acceptable you will receive a handsome plaque for your head office and another for the plant. Both permanent and portable plants can use this form although different scoring is used where identified.

### 1. Deadline and entry information

Completed forms and supporting documentation must be postmarked no later than **OCTOBER 29, 2021**.

ORBA, 365 Brunel Road Mississauga, ON L4Z 1Z5

### 2. Participation

Participation is voluntary and is on an annual basis. Each plant/site may be submitted for the award every year, at the company's option.

### 3. Cost

The cost of participation is **\$300 (plus HST)** for the first year in which you qualify and **\$150 (plus HST)** annually for each subsequent year in which you qualify. Please attach a cheque to your application. If you do not qualify, you will not be charged the participation fee.

### 4. Self-scoring and qualification

To earn the award, you must earn 80% or higher on each section to receive a passing score. The forms for each section indicate both the total score possible and the required passing score for that section. It is possible to score as many as **400 points** on the self-assessment.

### 5. Possible disqualification

Some questions on the self-assessment deal with aspects of plant/site operations that fall clearly in the area of federal and provincial regulatory requirements. A "No" answer to any such question is treated as automatic disqualification. Any non-compliance situations should be corrected immediately and the application should not be forwarded to OAPC until all non-compliant situations are corrected.

### 6. Additional forms

Duplicate this form to nominate more than one plant site, or contact the ORBA office at (905) 507-1107 for additional copies.

### 7. Answer this question first:

Do you understand self-audit liability?

- Yes       No

This questionnaire is based on the honor system, and will be based on a self-audit. You are required to be

frankly honest when filling out this form. All answers will be subject to an OAPC audit committee after the deadline.

### 8. Plant Information:

#### Plant Owner

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

#### Plant Name or Designation

\_\_\_\_\_

#### Plant Address (exact location)

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

#### Distance to nearest neighbor of any type (residential, commercial, or industrial) from plant stack:

\_\_\_\_\_ Meters

#### Site Location (check all that apply)

- Urban                       Residential  
 Industrial                  Quarry  
 Rural                         Other (specify) \_\_\_\_\_

#### Rated Capacity:

\_\_\_\_\_ Tonnes per hour

#### Type of Plant:

- Batch  
 Counter flow drum mixer  
 Parallel-flow drum mixer  
 A combination drum/batch  
 Continuous mix  
 Permanent  
 Portable

Do you routinely produce recycled mix?

- Yes     No

Is this your first application for this site?

- Yes     No

Or are you re-applying for Trillium status?

- Yes     No

# SELF-ASSESSMENT EVALUATION

## Self-Scoring

It is possible to score as many as **400 points** on the self-assessment. To earn the Award, you must score at least the minimum indicated in each section, *and* your total score must be **320 points or greater** for both permanent and portable plants.

Section	Title	Total Possible Points	Minimum Required Points	Actual Points Scored	We Qualify For This Section	
					Yes	No
1	Appearance	50	40			
2	Operations					
	- Permanent Plants	100	80			
	- Portable Plants	100	80			
3	Environmental					
	- Permanent Plants	100	80			
	- Portable Plants	100	80			
4	Safety	100	80			
5	Community Relations	50	40			
	<b>Total</b>					
	- Permanent Plants	<b>400</b>	<b>320</b>			
	- Portable Plants	<b>400</b>	<b>320</b>			

If you have answered “Yes” for Sections 1-5 above, and if your total score is 320 or greater for either a permanent or a portable plant, you have qualified for the Award. Congratulations! Send this form, together with the completed five sections and supporting documentation, along with a cheque for **\$300.00 (plus HST)** for the application fee, to:

**Ontario Road Builders’ Association (ORBA)**  
**365 Brunel Road, Mississauga, ON L4Z 1Z5**

**DEADLINE FOR SUBMISSION: OCTOBER 29, 2021**



## Supporting Documentation - Mandatory

1. Photographs – Throughout this application form, asterisks appear in the right hand column to indicate where a photo is required to substantiate that item. Photos are to be approximately 8”x10” and in colour. One must be a “long shot” showing the plant/site and its surroundings, and one must be of the plant entrance. In addition to the printed photos please include a thumb drive with the photos in high resolution jpeg (or similar) in order to be used in the OAPC magazine, ASPHALTopics.
2. A maximum 5-minute video on standard thumb drive or DVD showing the plant/site during full operation. It must include views of the following:
 

a) Cold feed bins	g) Silos
b) Stockpiles	h) Stack
c) Loaders	i) Tanks
d) Trucks	j) A 360-degree panorama from the top of the silo
e) Drum/dryer	k) Trucks being loaded from plant and/or silos
f) Batching tower	
3. The name and contact information of the person to call for the purpose of an interview regarding the successful application(s) for publication in the ASPHALTopics magazine article.

Print name: \_\_\_\_\_ Telephone: \_\_\_\_\_

4. Cheque for entry fee of \$300.00, plus HST, made out to Ontario Road Builders’ Association (ORBA).
5. Recertification applicants which have elapse more than 3 years will require a written letter stating they remained in good standing over that period. Plants that have allowed there certification to elapse more than 5 years will be required to resubmit as a new applicant.

**I HEREBY CERTIFY THAT THE ABOVE SELF-ASSESSMENT AND ALL INFORMATION PROVIDED IS ACCURATE AND TRUE.**

***Plant manager:***

Print name: \_\_\_\_\_ Signature: \_\_\_\_\_

***Division manager/senior executive:***

Print name: \_\_\_\_\_ Signature: \_\_\_\_\_

***Outside third party:***

Print name of representative: \_\_\_\_\_

Name of organization: \_\_\_\_\_

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Comments:

\_\_\_\_\_

# Section 1 APPEARANCE

It is possible to score 50 points on this section. You must score at least 80% of total points possible on this section in order to qualify for the Award.

Appearance Rating Scale: 0 = Very Poor; 1 = Poor; 2 = Fair; 3 = Good; 4 = Very Good; & 5 = Excellent

		Points Scored
1	Rate the condition of paint on plant and silos. <i>Score 0 points for "poor" up to 5 points for excellent</i>	*
2	Rate the condition of paint on office and scale house. <i>Score 0 points for "poor" up to 5 points for excellent</i>	*
3	Is there a company sign at the entrance with the appropriate information? <i>Score "0" for no and "5" for yes</i>	*
4	Rate the appearance and extent of entrance landscaping. <i>Score 0 points for "none" up to 5 points for excellent</i>	*
5	Rate the appearance and extent of landscaping inside property. <i>Score 0 points for "none" up to 5 points for excellent</i>	*
6	Are berms, trees or fencing used to enhance the site? <i>Score 0 points for "none" up to 5 points for effectively screened</i>	*
7	Is inactive/abandoned equipment and scrap concealed from view or disposed of promptly? <i>Score "0" for no and "5" for yes</i>	
8	Rate the overall appearance of the plant and site. <i>Score 0 points for "ugly" to 5 points for very appealing</i>	
<b>Items 9–13 Scoring Method: "0" points for unattractive or nonexistent or "2" points for attractive</b>		<b>Points Scored</b>
9	Entrance	*
10	Roads	*
11	Plant Area	
12	Stockpile access areas	*
13	Parking Areas	*
<b>Total Points Scored:</b>		

**Points Required Qualifying in this Section: 40**

This Plant/Site Qualifies in This Section:  Yes  No

Company Name: \_\_\_\_\_

Plant Name or Designation: \_\_\_\_\_

## Section 2

## OPERATIONS

There are 100 points possible in A and 10 bonus points for B Noise Management sub-sections. You must score a minimum at least 80% of total points possible on this section to qualify.

A “No” answer to any question that falls clearly in the area of provincial regulatory requirements is treated as automatic disqualification. For example, answering “No” to Question 17 or 22 in this section would be treated as automatic disqualification from earning the Award.

[A] Plant Operations	No = 0 points	Yes = 5 points
1. Do you have a written Plant Operators Manual for the operation of your plant?		
<b>Cold Feeds:</b>		
2. Do you calibrate the cold feed bins after each plant move or before yearly startup for permanent plants?		
3. Do you inspect the cold feed bins daily before startup?		
4. Are defects or excessive wear repaired promptly?		
<b>Dryer:</b>		
5. Do you inspect the trunions daily before startup?		
6. Do you inspect inlet and outlet chutes daily?		
7. Do you perform burner tune-ups with a gas analyzer after each plant move or before yearly start-up for permanent plants?		
8. Do you have a quiet burner?		
<b>Mixing and Loadout:</b>		
9. Are all elements of the mixing and control process (elevator, screen, weigh bins, etc.) inspected each day before startup?		
10. Do you have a signaling system to instruct drivers when to stop & proceed at loadout?		
11. Are there overload prevention systems in place?		
<b>Ductwork &amp; Baghouse (if applicable answer questions 12-16):</b>		
12. Do you visually inspect the ductwork and baghouse daily before startup?		
13. Are leaks repaired promptly?		
14. Is the baghouse inspected at least annually with a black light?		
15. Is there a supply of spare bags kept close at hand?		
16. Are leaking bags replaced promptly?		
<b>Air Emissions:</b>		
17. Are visible emissions from the stack and other areas of the plant controlled and is immediate corrective action taken when required?	Disqualified	
<b>Ductwork &amp; Wet Scrubber (if applicable answer questions 17-21):</b>		
18. Do you visually inspect the ductwork & wet scrubber daily before startup?		
19. Are leaks repaired promptly?		
20. Are spray nozzles and spray bars inspected and cleaned regularly?		
21. Is your scrubber pressure drop and overall water pressure monitored?		
22. Is the pond cleaned out on a regular basis and waste material disposed, following all provincial and local requirements?	Disqualified	
<b>Asphalt Cement Heating &amp; Storage:</b>		
23. Are the liquid asphalt storage tanks inspected daily for leaks?		
24. Are all heat transfer oil tanks, heaters & lines inspected daily for leaks?		
25. Are any and all leaks repaired immediately?		
<b>Section “A”: Total points scored (100 points possible)</b>		



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<b>[B] Noise Management (bonus)</b>	<b>No = 0 points</b>	<b>Yes = 5 points</b>
26. Do you have a backup awareness program?		
27. Do you train employees and independent haulers on noise management?		
<b>Section B: Total Points Scored (10 possible)</b>		
<b>Total Points: Sections A &amp; B:</b>		

**Points Required to Qualify in this Section:  
80 for permanent and portable plants**

This plant/site qualifies in this section:  Yes  No

Company Name: \_\_\_\_\_

Plant Name or Designation: \_\_\_\_\_

## Section 3

## ENVIRONMENTAL

It is possible to score 100 points on this section excluding a potential of 15 bonus points. You must score at least 80% of total points possible on this section in order to qualify for the Award. A “NO” answer to any question that falls clearly in the regulatory area of Environment Canada or MOE (Ontario) is treated as an automatic disqualification. For example, answering “NO” to Question 1, 2 or 3, would result in an automatic rejection of your application, except that portable plants may put not applicable (N/A) to question 1. Check the appropriate box if fuel tanks are double-walled.

Bonus Section: items 17, 18 19 and 20 – 24 are to encourage sustainable practices. (20 points available)

	No = 0 points	Yes = 5 points
<b>Spill Containment Management. Indicate all that apply.</b>		
1. Fuel Tanks and/or natural gas supply: tanks double walled <input type="checkbox"/> (check here if yes)		*
2. Oil and Lubricants		
	No = 0 points	Yes = 5 points
3. AC Tank Containment (If no specific containment in place provide an AC Spills Containment Plan)		*
<b>250 Litre ( 45 Gallon) Product Drum Management</b>	No = 0 points	Yes = 5 points
4. Do you dispose of empty drums promptly?		
5. Do you maintain orderly appearance and safe storage of full and empty drums?		
<b>Truck Bed Release Agent Management</b>		
6. Is there a designated area for truck spray down? (No = 0 points, Yes = 5 points)		
<b>Compliance with the OAPC Environmental Practices Guide (EPG)</b>		
7. Do you maintain a current copy of the OAPC EPG at the plant site? (No = 0 points, Yes = 5 points)		
8. Are records kept on a regular basis in compliance to the EPG guidelines? (No = 0 points, Yes = 10 points)		
9. Are your environmental programs independently audited? (No = 0 points, Yes = 5 points)		
10. Do you have a written plan for the management of fugitive dust control, including water and/or chemical application and/or vacuum sweeping? (Regulation 127 Emissions Reporting) (No = 0 points, Yes = 20 points)		*
<b>Permitting and Compliance</b>	No = 0 points	Yes = 5 points
11. Is there a current Spill Prevention, Control and Countermeasure plan in place?		
12. Do you have a designated staff person who monitors compliance?		
13. Are copies of valid permits to operate available on site? (C of A, permit to take water, etc.)		
14. Are situations that are out of compliance promptly corrected?		
15. Has the plant met NPRI and Ontario Regulation 127 reporting requirements for the previous year?		
16. Do you monitor and record temperatures at A/C tanks and Mixing?		
<b>Sustainability Bonus</b>	No = 0 points	Yes = 5 points
17. Has an energy audit been conducted at the facility within the past 5 years? <b>If, yes, please submit proof.</b>		
18. Is the burner tuned each year to ensure efficient fuel use?		
19. Do you use variable-frequency drive (VFD) motors on exhaust fans in your plant?		



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<b>Responsible Use of RAP</b> Is your plant in a geographic area that allows the use of RAP in hot mix? If yes, answer the following as well. (No = 0 points, Yes = 1 points)	<b>No = 0 points</b>	<b>Yes = 1 point</b>
20. Is the OAPC Responsible Use of RAP best practice posted at your plant?		
21. Does your company accept dumping, grinding or asphalt removal on one it's sites with the intent of recycling?		
22. Do you have a process to ensure your plant abides to customer specifications?		
23. Are your processed RAP Stockpiles covered or on a paved slab?		
24. Does your plant segregate RAP Stockpiles?		
<b>Total Points Scored:</b>		

**Points Required to Qualify in this Section: 80 for permanent and portable plants.**

This Plant/Site Qualifies in This Section:  Yes  No

Company Name: \_\_\_\_\_

Plant Name or Designation: \_\_\_\_\_

## Section 4

## SAFETY

There are 100 points possible for this section. You must score a minimum of 80% of total possible points to qualify. A “No” answer to any question that falls in the area of provincial regulatory requirements is treated as automatic disqualification. The operation of an asphalt plant falls under Occupational Health and Safety Act and regulations for Industrial Establishments (R.R.O. 1990 Reg. 851). Answering “No” to 12, 13, 14, 15, 16 or 17 in this section will be treated as automatic disqualification.

On – Site Traffic	No = 0 points	Yes = 5 points
1. Are traffic patterns clearly identified and posted?		*
2. Are speed limits posted?		*
3. Are there signs reminding drivers to tarp their loads?		*
4. Are there designated parking areas for cars and trucks?		
5. Are racks provided for sampling, inspection, and tarping of loads?		
<b>Off – Site Traffic: On the roads approaching your plant/site entrance:</b>		
6. Do you provide site-specific driver training for truckers (company and third party), including how to enter and exit safety?		
7. Do you have plant access agreements for all third-party haulers?		
8. Are there appropriate signs warning the public of truck entrances and exits?		
9. Is there a program for the management of independent truckers?		
10. Is at least one staff person first aid and CPR certified?		
<b>Accident Prevention and Safety Training/Certification:</b>	<b>No = 0 points</b>	<b>Yes = 5 Points</b>
<b>11. Are you COR certified? (No =0 points, complete below. Yes = 50 points, omit below.)</b>		
12. Is there a written Corporate Occupational Health & Safety Policy. See Section 25 (2) (k) of the Ontario Occupational Health and Safety Act.		
13. Is personal protective equipment provided to workers? i.e. hard hats, safety glasses, reflective vests, welding helmets, first aid supplies, hearing protection, fall protection, hand and foot protection.		
14. Is there a Return to work policy?		
15. Is there a violence and harassment policy?		
16. Is there a written fire safety plan that includes the following: Fire exits clearly marked, a written emergency evacuation plan and the locations of fire extinguishers clearly marked.		
	<b>No = Disqualified</b>	<b>YES = 5 points</b>
17. Are current MSDS's (Material Safety Data Sheets) on file at the site?		
18. Does the plant have adequate lighting for night work operations?		
<b>Are written programs in place for:</b>		
19. Lockout/tagout? See Section 42 (7) of the Ontario Occupational Health and Safety Act and Regulations for Industrial Establishments.		
20. Confined Space? See Section 25 (2) of the Ontario Occupational Health and Safety Act and Regulations for Industrial Establishments.		
<b>Total Points Scored:</b>		

**Points Required to Qualify in this Section: 80**

This Plant/Site Qualifies in This Section:  Yes  No

Company Name: \_\_\_\_\_

Plant Name or Designation: \_\_\_\_\_

## Section 5 COMMUNITY RELATIONS

There are 50 points possible for Permanent Plants and Portable plants for this section. You must score at least 80% of total possible points to qualify.

Some of these items may be from the plant and some may be corporate based. We rely on your judgment to determine if the activity impacts your plants community.

Community Relations	No=0 points	Yes= see points next to question
1. Is there a facility program to proactively communicate with community leaders and neighbors about changes in operations that may affect them? ( No = 0 points, Yes = 10 points)		
2. Maintain a website? ( No = 0 points, Yes = 2 points)		
3. Active on Social media? ( No = 0 points, Yes = 2 points)		
4. Donations of funds to not-for-profit organizations ( No = 0 points, Yes = 10 points)		
5. When was the last time a tour or open house for neighbors, press, community groups, elected officials, etc, was held? (Never = 0 points, Within last 5 years = 2, Within last year = 5 points)		
6. Organize and facilitate employee involvement in local community activities or charitable events? ( No = 0 points, Yes = 5 points)		
7. Voluntary maintenance of neighborhood streets, such as snow removal, dust control and litter pick up, pothole repairs etc. (No = 0 points, Yes = 1 points)		
8. If you have received positive community recognition in the past two years (awards, thank you plaques, and favourable newspaper articles) include a photo copy. ( No = 0 points, Yes = 10 points)		
9. Have you employed a college apprentice in the past 3 years? (no = 0, yes = 5 points)		
<b>Total Points Scored:</b>		

**Points Required to Qualify in this Section: 40 for Permanent and Portable Plants**

This Plant/Site Qualifies in This Section:  Yes  No

Company Name: \_\_\_\_\_

Plant Name or Designation: \_\_\_\_\_