

## **Property Enhancement Award**

The Ontario Stone, Sand & Gravel Association has established a Property Enhancement Award to recognize aggregate operators who improve their sites over time.

The Award's criteria are organized within nine sections:

1. Format
2. Background
3. Entrance, Approach & Perimeter Screening
4. Office & Scalehouse Areas
5. Employee Areas
6. Plant Appearance
7. Environmental Controls
8. Trucks & Mobile Equipment
9. Communicative Signage

The Property Enhancement Award consists of a plaque and seven gold bars. To receive a plaque, you must demonstrate that you have met the minimum number of criteria in all nine sections. To receive a gold bar (one each for sections 3 – 9) you are required to demonstrate that you have met all of the criteria in the specific section.

### **Remember**

- You must satisfy the minimum criteria in all nine categories to receive a Property Enhancement Award plaque. A submission that does not demonstrate that the company has met the minimum number of criteria in even one section will not receive a plaque.
- You may apply for the plaque and any number of or all of the seven gold bars at any point now or in the future (this allows you to document the continued development of your operation).
- You are required to include photographs (preferably before and after) and descriptive text that identifies specific improvements that are being planned, underway or completed. Each photograph is required to include a descriptive caption.
- If a criterion is not applicable to the site – please note this in the submission and indicate why.

## Property Enhancement - Award Criteria

### 1. FORMAT

1) One colour paper copy of the award submission, stapled at the top left corner, and a compact disk containing an electronic copy of the award submission, in PDF format, including high resolution digital photographs, in JPEG format (minimum 600 x 800 dpi).

2) Title page listing the: award being applied for (i.e., the plaque and/or specific gold bars); company name; site name; lot and concession; municipal address of the site; name of site/plant manager; and name/contact information of the person coordinating the award submission (including phone number and email address).

### 2. BACKGROUND

1) Brief description of the site, including the history of the site.

2) Identification of previous OSSGA Award(s) and year(s) of the Award(s) received for the site.

**Notes:**

- Minimum for PLAQUE/all GOLD BARS – all criteria within SECTIONS 1 + 2.
- If a criterion is deemed inapplicable, an explanation is required.

**Note:**

- Photographs (preferably before & after) and descriptive text identifying specific improvements that are being planned, underway and/or completed are required for SECTIONS 3 - 9.

### 3. ENTRANCE, APPROACH & PERIMETER SCREENING

#### A. ENTRANCE & APPROACH

The submission should address the appearance of the property entrance (i.e., neat and well maintained).

1) Gate/fence – neat, tidy

2) Paved entrance – curbs, ditches

3) Berms – plantings, maintenance

4) Landscaping – flowers, shrubs, planter boxes

5) Decorative materials – flags, stone walls

6) Company sign

#### B. PERIMETER SCREENING

The submission should address the appearance of the property from the nearest neighbour or public road. The proper use of berms, fences and tree screens should be highlighted.

1) Berms

2) Tree screens

3) Fences

4) Any other MNR approved screen

**Notes:**

- Minimum for PLAQUE – one criterion within SECTION 3.
- Requirement for GOLD BAR – all applicable criteria within SECTION 3.
- If a criterion is deemed inapplicable, an explanation is required.

**Property Enhancement - Award Criteria**

**4. OFFICE & SCALEHOUSE AREAS**

**A. OFFICE & SCALE HOUSE AREAS - EXTERIOR**

The submission should address the exterior appearance of the structures (i.e., neat and well maintained).

1) Landscaping – flowers and shrubs

2) General outdoor housekeeping

3) Building - well maintained

**B. OFFICE & SCALE HOUSE AREAS - INTERIOR**

The submission should address the interior appearance of the structures (i.e., neat and well maintained).

1) General housekeeping

2) Improvements

**Notes:**

- Minimum for PLAQUE – one criterion within SECTION 4.
- Requirement for GOLD BAR – all applicable criteria within SECTION 4.
- If a criterion deemed inapplicable, an explanation is required.

**5. EMPLOYEE AREAS**

**A. EMPLOYEE AREAS - EXTERIOR**

The submission should address the exterior appearance of the facilities designed to heighten employee morale.

1) Landscaping – flowers, shrubs

2) Decorative materials – flags, stone walls

3) Additional facilities (i.e., outdoor picnic area)

**B. EMPLOYEE AREAS - INTERIOR**

This submission should address the interior appearance of the facilities designed to heighten employee morale.

1) General housekeeping – maintained on a regular basis

2) Lunch areas

3) Change rooms

4) Lockers

**Notes:**

- Minimum for PLAQUE – one criterion within SECTION 5.
- Requirement for GOLD BAR – all applicable criteria within SECTION 5.
- For smaller sites using portable plants, criteria for employee areas may be less stringent or not applicable.
- If a criterion is deemed inapplicable, an explanation is required.

**Property Enhancement - Award Criteria**

**6. PLANT APPEARANCE**

**A. PROCESSING EQUIPMENT**

The submission should address the appearance of the equipment and a comprehensive plan for general maintenance. If the company has both stationary and portable equipment on site, both must be described separately.

**Stationary**

1) Regular maintenance plan	
2) Landscaping – plantings	
3) Traffic controls	
4) Periodic painting plan	
5) Neat and safe	

**Portable**

1) Regular maintenance plan	
2) Traffic controls	
3) Periodic painting plan	
4) Neat and safe	

**B. MINING AREA APPEARANCE**

The submission should address the elements of maintaining a neat and safe operation.

**Active Operation**

1) Floor – crowned and graded	
2) Face – trimmed and safe	
3) Landscaping – adjacent rehabilitated areas are sloped and seeded	
4) Dust control – water or other approved substance	
5) Sump appearance	

**Inactive Operation**

1) Floor – crowned and graded	
2) Face – trimmed and safe	
3) Landscaping – adjacent rehabilitated areas are sloped and seeded	

**Property Enhancement - Award Criteria**

**6. PLANT APPEARANCE**

**C. OTHER STRUCTURES**

The submission should address the appearance of all support buildings not directly related to the processing operation (i.e., garages, welding shops, equipment storage, etc.).

1) Pump house – identified with signage, neat, well maintained and secured (i.e., locked)	
2) Maintenance shop – identified with signage, neat, well maintained and secured	
3) Fuel/oil storage facilities – identified with signage, neat, well maintained and secured	
4) Screen storage – identified with signage, neat, well maintained	
5) Welding shop – identified with signage, neat, well maintained and secured	
6) Any other facilities – identified with signage, neat, well maintained and secured	

**D. TRASH/SCRAP CONTROL**

The submission should address the elements of a neat and safe operation.

1) Trash/scrap areas – neat and orderly	
2) Disposal plan for retired equipment	
3) Disposal plan for other materials	

**Notes:**

- Minimum for PLAQUE – one criterion within SECTION 6.
- Requirement for GOLD BAR – all applicable criteria within SECTION 6.
- If a criterion is deemed inapplicable, an explanation is required.

**Property Enhancement - Award Criteria**

**7. ENVIRONMENTAL CONTROLS**

**A. DUST CONTROLS**

The submission should address the use of control systems to suppress dust.

1) At the plant entrance

2) On the haul/access roads

3) At the stockpiles

4) At the processing plant

5) In the mining areas

**B. MONITORING**

The submission should address the use of monitoring devices and enclosures.

1) Water (quality and quantity) – monitoring details

2) Noise – monitoring details and/or the use of deflectors

3) Vibration – monitoring details

4) Equipment enclosures

**C. EROSION CONTROLS**

The submission should address the use of erosion control techniques and systems.

1) Drainage ditches – clear, litter free, culverts in good shape

2) Landscaping – ground cover and grasses to protect from erosion

3) Rip-rap – no slumping, filter cloths covered

4) Settling ponds/sediment control

**D. REDUCE, RE-USE & RECYCLE**

The submission should address the techniques used within the facility at the areas listed below.

1) Processing area

2) Maintenance facility (shop)

3) Employee areas – lunch room, scale house

**Notes:**

- Minimum for PLAQUE – one criterion within SECTION 7.
- Requirement for GOLD BAR – all applicable criteria within SECTION 7.
- If a criterion is deemed inapplicable, an explanation is required.

**Property Enhancement - Award Criteria**

**8. TRUCKS & MOBILE EQUIPMENT**

**A. HIGHWAY TRUCKS**

The submission should address the use and appearance of trucks within the site. Trucks are an important extension of an aggregate operation. Care and maintenance of trucks is an extremely critical element in building and maintaining the company's image as a good neighbour. Prime areas of consideration include:

**Company owned**

1) Appearance	
2) Maintenance	
3) Movement on-site	
4) Evidence reminding truckers of their responsibilities to the general public, such as signs, posters and handouts	
5) Driver awareness program	

**Broker/independent (i.e., policies implemented by your brokers)**

1) Appearance requirements	
2) Maintenance requirements	
3) Movement on-site	
4) Evidence reminding truckers of their responsibilities to the general public, such as signs, posters and handouts	
5) Driver awareness program	

**B. MOBILE EQUIPMENT**

The submission should address the use and appearance of the mobile equipment.

**Company owned**

1) Appearance	
2) Maintenance	
3) Movement on-site	

**Broker/independent (i.e., policies implemented by your brokers)**

1) Appearance	
2) Maintenance	
3) Movement on-site	

**Notes:**

- Minimum for PLAQUE – one criterion within SECTION 8.
- Requirement for GOLD BAR – all applicable criteria within SECTION 8.
- If a criterion is deemed inapplicable, an explanation is required.

## Property Enhancement - Award Criteria

### 9. COMMUNICATIVE SIGNAGE

The submission should address the interior and exterior appearance of the structures (i.e., neat and well maintained).

1) Building locations – employees and guests	
2) Check-in signs – where guests should check in	
3) Protective equipment – hard hats, safety boots, and ear protection	
4) Traffic directions – directional arrows and speed limits	
5) WHMIS and safety – stations, procedures	
6) Operational signs – <i>blasting, danger</i> and/or <i>no trespassing</i>	

**Notes:**

- Minimum for PLAQUE – two criterion within SECTION 9.
- Requirement for GOLD BAR – all applicable criteria within SECTION 9.
- If a criterion is deemed inapplicable, an explanation is required.