

Asbestos Management Plan Policy

Policy #	1.4
Procedure #	-
Replaces	-
Revises	
Date Approved	October 20, 2025
Method of Approval	Resolution# 2025-562

File: 03.03.PO

1. PURPOSE

This policy establishes clear procedures for identifying, assessing, managing, and working around asbestos-containing materials (ACMs) in all City-owned or managed buildings.

It ensures compliance with:

- a) *The Manitoba Workplace Safety and Health Act* and Regulation, Part 37 – Asbestos
- b) Safe Work Manitoba asbestos training standards
- c) Applicable environmental legislation

2. SCOPE

This policy applies to:

- 2.1 All City and non-City employees, contractors, subcontractors, and volunteers working in or on City-owned property.
- 2.2 All City-owned or managed buildings, facilities, and infrastructure where asbestos may be present, including work involving construction, renovation, maintenance, or demolition.

3. POLICY STATEMENT

The City of Dauphin is committed to safeguarding the health of employees, contractors, and the public by ensuring all asbestos-related activities are conducted safely, consistently, and in accordance with regulatory requirements. The City will:

- a) Maintain a current asbestos inventory for all municipal buildings.
- b) Manage ACMs in place where safe and remove them where required.
- c) Engage only trained, competent, and licensed personnel for asbestos-related work.
- d) Ensure strict compliance with all provincial asbestos safety regulations.
- e) Provide asbestos awareness and abatement training as appropriate for staff roles.

4. DEFINITIONS

Abatement: Procedures to encapsulate, enclose, or remove ACMs.

Asbestos: A generic name given to a number of commercially significant naturally occurring hydrated mineral silicates. These silicates are incombustible, separate into sub-light microscopic fibres and have a unique crystalline structure. Asbestos may be found as the fibrous form of crocidolite, amosite, chrysotile, anthophyllite, actinolite, tremolite, or a mixture containing any of these minerals.

Asbestos containing material (ACM):

- a) Friable material with 0.1% asbestos.
- b) Non-friable material with 1.0% asbestos.
- c) Vermiculite insulation containing asbestos.

Building Asbestos Record: A document identifying the location, type, and condition of ACMs within a facility including inspection and repair records.

Competent Person: An individual with education, training, and experience sufficient to understand asbestos hazards and controls (e.g. Certified Industrial Hygienist).

Friable Material: Material that can be crumbled by hand. The more friable the material, the greater the potential hazard due to fibre release.

Non-Friable Material: Material that when dry cannot be crumbled, crushed, or powdered by hand pressure (e.g. vinyl asbestos floor tiles or gaskets).

Risk Assessment:

- Type 1 (low risk): Minimal likelihood of fibre release.
- Type 2 (medium risk): Fibre release expected; controlled procedures required.
- Type 3 (high risk): Significant fibre release expected; highest level of controls required.

5. RESPONSIBILITIES

5.1 City Manager

- a) Approves and enforces this policy.
- b) Ensures resources are available to support compliance.

5.2 Safety Manager

- a) Maintains the Asbestos Inventory and Management Plan.
- b) Coordinates annual asbestos inspections and risk assessments.
- c) Provides technical guidance and ensures appropriate training programs are delivered.

5.3 Department Managers

- a) Ensure departmental compliance with this policy.
- b) Submit regulatory notifications to Manitoba Workplace Safety and Health at least five (5) days before asbestos-related renovation or demolition work.

5.4 Supervisors

- a) Confirm that all workers have completed required asbestos awareness or abatement training.
- b) Ensure appropriate personal protective equipment (PPE) and controls are in place before work begins.

5.5 Workers

- a) Follow asbestos safety procedures and training requirements.
- b) Immediately report any suspected disturbance or damage to ACMs.

5.6 Contractors

- a) Comply with all asbestos safety requirements and legislation.
- b) Immediately report any suspected ACM disturbance or damage to their supervisor and the City.

6. ASBESTOS INVENTORY AND RISK ASSESSMENT

- 6.1 The Safety Manager, or another competent person, will conduct an annual asbestos inventory and risk assessment for all required City facilities.
- 6.2 Results will be distributed to Department Managers and made available to all City staff via SiteDocs.
- 6.3 The City will maintain both digital and physical records of inventories, assessments, and corrective actions.

7. TRAINING

- 7.1 All staff with potential exposure to ACMs must complete asbestos awareness training.
- 7.2 Staff performing abatement activities must have the required Safe Work Manitoba abatement training.

- 7.3 Training records will be maintained by the Department Managers and reviewed by the Safety Manager

8. EMERGENCY PROCEDURES

- 8.1 If ACMs are accidentally disturbed:
- a) the area must be evacuated and secured.
 - b) Supervisors and Safety Manager must be notified immediately.
 - c) Only trained personnel or approved contractors may re-enter to assess and remediate the situation.

9. REFERENCES

- a) *Manitoba Workplace Safety and Health Act and Regulation*
- b) *SafeWork Manitoba – Guide for Asbestos Management*

	DISTRIBUTION
	Master Policy Manual
	Department Heads (via email)
	All Staff (via email)
	Posted on the City's intranet/public website as appropriate