

# 11<sup>th</sup> ANNUAL GENERAL MEETING & PD WORKSHOP JUNE 6<sup>TH</sup> 2018



CSAP

Society of Contaminated  
Sites Approved Professionals  
of British Columbia

## 2. Reports from the Directors

# Committee Reports

# MEMBERSHIP

Chair: Tony Gillett, P.Eng., Vice President

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Members:	Brant Dorman, P.Eng.	Sam Reimer, P.Ag., Vice Chair
	Michael Gill, P.Eng.	Simone Mol, Ph.D., P.Chem.
	Paul Embregts, P.Eng.	Tom Frkovich, P.Geo.
	Paul Webb, P.Geo.	

## RESPONSIBILITIES

- Administer the membership application and examination process
- Verify that existing members maintain their qualifications

# YEAR IN REVIEW

- Reviewed/Revised:
  - Membership guidelines;
  - Experience forms and experience review guidelines.
- 2017 exams delayed to February 2018 due to CSR Amendments.
- Updated examination question bank:
  - Purged questions made obsolete by CSR Amendments
  - New questions addressing amended regulation & guidance.



# YEAR IN REVIEW

- Thank you to exam development leads:
  - Sam Reimer (Risk);
  - Patty Carmichael (Numeric);
  - Paul Webb (Regulatory); and
  - All volunteers who contributed to examination development.

# EXAMINATION SCHEDULE

- Deadline to apply (candidates) – June 10
- Deadline to apply (members) – September 7
- Exam banks currently under review
- Exam Development Workshops – Sept 11 – 18

# MEMBERSHIP STATISTICS

- 115 APs
  - 94 Numerical Standards
  - 16 Risk-Based Standards
  - 5 Numeric + Risk
- 33 successful renewals
- 4 Associate Members
- 4 New members in 2018
- Membership fees due June 10.

# WELCOME TO OUR NEW MEMBERS

Congratulations to the following candidates who have successfully completed the CSAP experience review and examination process, and have been appointed to the Roster on March 16th, 2018:

## Numerical Standards Approved Professionals:

- Zayed Mohamed, B.Sc., P.Ag.
- Jeffery Schmidt, B.A.Sc., P.Eng., PMP
- Jeroen Wauters, M.Eng., P.Eng.
- Derek Williams, B.Sc., P.Geo.

## Current Numerical AP with New Risk-Category:

- Lesley Reid, M.Eng., P.Eng.



# PERFORMANCE ASSESSMENT

Chair: Eva Gerencher, P.Ag., Director

Members: Colin Dunwoody, P.Eng. Ingo Lambrecht, P.Geo.  
Dave Mitchell, P.Eng. Tara Siemens-Kennedy, P.Chem.  
Duncan Macdonald, P.Eng. Trish Miller, R.P.Bio.

## RESPONSIBILITIES

The Performance Assessment Committee, together with the Detailed Screening Sub-Committee, manages and conducts a quality assurance process for Approved Professional legal instrument recommendations to the Ministry of Environment and Climate Change Strategy.

Preliminary and Detailed Administrative Screening and Performance Assessments are the quality assurance processes CSAP employs to ensure the quality of submissions by APs remains high and recommendations to the Ministry are accurate, complete and valid.

# DETAILED SCREENING SUB-COMMITTEE

Coordinator: Bob Symington, P.Geo.

## Members

- BC Ministry of Environment and Climate Strategy
- CSAP Executive Director
- Preliminary Screening Coordinator
- Performance Assessment Chair
- Approved Professional for Risk and for Standards

# CSAP STATISTICS

It's been a very busy year for the CSAP screeners and the PA committee!

- Submission numbers in 2017 - 2018
  - 176 from April 1 to October 31, 2017
  - 114 in October 2017
  - 12 in 2018 (to April 1)
  - Detailed Risk CoC 56% ; Numerical CoC 24%; and Determination 16%
  - Over 70% for Commercial sector
  - Oil & Gas 17% and Provincial/Crown Corps 10%
- Submissions with more than one legal instrument
  - 34 for 2 instruments
  - 31 for 3 or more instruments

# MORE CSAP STATISTICS

- Performance Assessments
  - 30 total
  - 23 completed and 7 still in progress
  - 21 sufficient; 7 at Stage 1 and 14 with clarification
  - 2 deficient
- Performance Assessment timelines
  - Completed <1 month = 39%
  - Completed 1-2 months = 26%
  - Completed >2 months = 13%

# PA PROCESS UPDATES

- Guidelines for Performance Assessment and Submission Screening Updated in 2017 and again in 2018
- Meeting with BC ENV regarding the PA process

# A CHALLENGING YEAR

- The CSR Omnibus and its effective date created a challenging year for both the project teams preparing submission documents and the AP's reviewing documents and making recommendations for legal instruments.
- Communication timelines with affected property owners added to the challenges in meeting submission deadlines.
- The objectives for the project teams and for AP's is always a balancing act with the
  - Project team's objective to meet client requirements
  - AP's objective to meet the ministry regulatory and technical requirements and expectations



# QUALITY ASSURANCE

Overall, the challenges were met and the quality of submissions remained high.

To continue to meet the CSAP quality assurance requirements please keep in mind that the Screening Process and Performance Assessments evaluate the

- Completeness of the submission package **as received**, and
- The validity of the instrument being applied for.

# THANK YOU

Thank you to our hard working committee members!

Thank you to CSAP's thorough and attentive preliminary administrative screener Anna Popova!

Thank you to Bob Symington and all the detailed screeners!

And a very BIG thank you to Catherine for coordination and management of the QA process keeping us on track for timeliness!

# TECHNICAL REVIEW

Chair: Beth Power, M.Sc., R.P.Bio., Director

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Members: Ajay Tumber, P. Eng.                      Ian Mitchell, P.Geo.  
              Dave Williams, Ph.D., P.Eng.        Michael Sloan, P.Eng.  
              Guy Patrick, M.Sc., P.Eng.

## RESPONSIBILITIES:

- Supports CSAP on technical issues

## WE MANAGE:

- Technical review process
- CSAP Special Projects (R&D)
- CSAP Scholarship Program

# 2017/18 SPECIAL PROJECTS

- Conflict analysis for BC risk assessment guidance (see presentation in pm)
- Layman's guide to AP work
- Protocol 2 look-up tables (Phase 2)
- Evaluation of omnibus standards (Phase 2)
- PCOC list (see previous CSAP presentations)
- CSAP Q&A (consolidation of pre-existing comm.)
- Regional background water quality assessment (with ENV)

# 2017/18 TECHNIAL REVIEWS

- Review of multiple documents issued as draft by ENV to support Omnibus regulations
  - March 2017: 8 documents
  - July 2017: 9 documents
- TRC is currently looking at the published versions to evaluate how our review comments were addressed, focusing on those with potential to affect AP practice

# CSAP SCHOLARSHIP PROCESS

- Managed by sub-group of TRC
- Three scholarships for 2018/19 will be announced today, including the new “Mike Macfarlane Memorial Scholarship”



## 2017/18 SPECIAL PROJECTS

- Leachate test verification (with ENV)
- Wrap-up Toolkits #3 & #4 (training workshop in June)
- Scoping project: Update to CSAP vapour sampling guidance
- Guidance on PFOS/PFAS site investigation and remediation
- Engagement with ENV: to dialogue on remediation options analysis and selection in view of risk management of contamination

# PROFESSIONAL DEVELOPMENT

Chair: Guy Patrick, P.Eng., Director

Members: Art Hildebrand, P.Eng.  
Bob Symington, P.Geo.  
James Smith, R.P. Bio

John Taylor, P.Eng.  
Lori Larsen, P.Ag.  
Paul Webb, P.Geo.

## RESPONSIBILITIES

- Help our members to maintain high professional standards by providing learning opportunities

## What we do:

- Fall PD Workshop (November 15, 2018)
- Webinars (June 2018)
- CSAP Website Re-fresh (mid June)
- CSAP Member's Forum (mid June)

# WEBSITE REFRESH: LAUNCHING MID-JUNE



CSAP

Society of Contaminated  
Sites Approved Professionals  
of British Columbia

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## Advancing land remediation and economic growth



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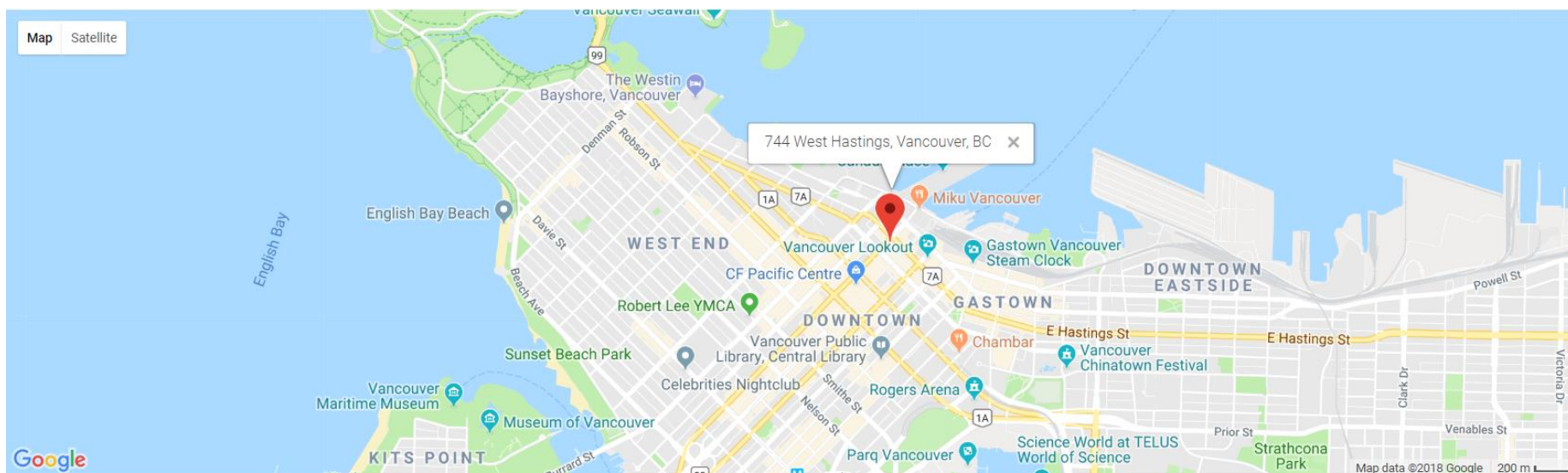


[Make A Submission](#)



[Submission Fee  
Schedule](#)

# WEBSITE REFRESH: NEW DESIGN

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Society of Contaminated  
Sites Approved Professionals  
of British Columbia

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# WEBSITE REFRESH: EASY NAVIGATION

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## Stakeholders

In British Columbia, a contaminated site is defined in the Environmental Management Act as an area of land in which the soil, underlying groundwater or sediment contains a hazardous waste or substance in an amount or concentration that exceeds provincial environmental quality standards. A site is contaminated if it is unsuitable for specific uses of land, water and sediment. These sites are often referred to as "brownfields." Currently, there are almost 8,000 sites in the Ministry of Environment's records. This number includes sites that are being screened and are not yet confirmed as being (or not being) contaminated; sites that are being cleaned up; sites that are awaiting final confirmation that cleanup is complete; and sites where cleanup is confirmed. Clean up of contaminated sites ensures environmental and human health protection for the Province of British Columbia.

## Our Partners

CSAP Society works in collaboration with government, industry associations and other organizations to improve land and water quality. The following pages provide links to additional resources or information related to remediation of contaminated sites.

[Government Partners](#)[Partner Associations](#)

### Ministry of Environment's Land Remediation Section (LRS)

LRS is the lead provincial agency administering the provisions for the investigation and remediation of contaminated sites in British Columbia under the Environmental Management Act and Contaminated Sites Regulation.

LRS focuses on the remediation of brownfields, orphan sites and complex, high risk contaminated sites. The LRS also facilitates, often with the involvement of the CSAP Society members, the remediation of low and medium risk sites.

[Find a CSAP](#)[Make a Submission](#)



# WEBSITE REFRESH: MOBILE FRIENDLY



WELCOME TO  
**CSAP**

The Contaminated Sites Approved Professionals Society (CSAP Society) is an independent organization that accredits professionals to review environmental certification applications. We represent the best interests of government, industry and the public. Learn More.



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## Professional Development Workshops

Professional Development Workshop November 16, 2017

Professional Development Workshop June 7, 2017

SFU Engel Graduate School of Business  
580 Crivello Street  
Vancouver, BC V6C 1A6

CSAP 2016 - 2017 Annual Report

CSAP 2016 - 2017 AGM - Committee Presentations

CSAP PD Workshop Powerpoint Presentation

Duncan MacDonald - PCOC Bit



Chuck Zachem - CSAP's GIS Map Explained



Michelle Uyeda - CSAP Post Project



Peter Reid - It's About the Members & Guy Patrick - CSAP Scholarship Awards



CSAP Orientation for New members April 21, 2017

Professional Development Workshop November 23, 2016

Professional Development Workshop June 8, 2016

Professional Development Workshop October 28, 2015

Professional Development Workshop June 3rd, 2015

Professional Development Workshop October 23rd, 2014

Professional Development Workshop June 4th, 2014



# WEBSITE REFRESH: BETTER HOSTING = FASTER!

## Approved Professionals: Numerical Standards

Choose a region:

- Lower Mainland
- Vancouver Island/Gulf Islands
- Cariboo/Okanagan/Kootenays
- Northern BC

### LOWER MAINLAND

NAME	CONTACT
<b>Adamson, Mark (P.Geo.)</b> Golder Associates Ltd	604-296-4399   madamson@golder.com 200 – 2920 Virtual Way, Vancouver, BC V5M 0C4
<b>Bains, Harbey (P.Eng.)</b> SNC-Lavalin Inc.	604-515-5151   harbey.bains@snclavalin.com 8648 Commerce Court, Burnaby, BC V5A 4N6
<b>Balfour, John (P.Eng.)</b> Enterprise Geoscience Services Ltd.	604-733-5930   egsl@telus.net 203 – 2902 West Broadway, Vancouver, BC V6K 2G8
<b>Bath, Alexander (P.Geo.)</b> Pinchin West Ltd.	403-444-4933   abath@pinchinwest.com 111-11505 35th St SE, Calgary, AB T2Z 4B1
<b>Beck, Robert (P.Geo.)</b> Stantec Consulting Ltd.	604-412-2983   bob.beck@stantec.com 500-4730 Kingsway, Burnaby, BC V5H 0C6
<b>Berger, Tadd (P. Ag.)</b> Pinchin Ltd.	604-238-2938   tberger@pinchin.com 200 – 13775 Commerce Parkway, Richmond BC V6V 2V4



Find a CSAP



Make a  
Submission



# UPCOMING WEBINARS

- “Make a Submission” – June 2018
  - Resources for the AP
  - New Templates (Transmittal Letter, AG11, Borehole Log)
  - Contaminated Sites Services Application Form
  - Summary of Site Conditions
  - Draft Instruments and Cover
  - Site Risk Classification
  - Documentation
  - CSAP Submission Manager in progress
- More Webinars in the Fall of 2018!

# REQUEST

Have you any ideas or topics for:

- Course or training
- Workshops
- Webinars



***Contact any PD Subcommittee member directly or the CSAP office***

# DISCIPLINE COMMITTEE

Chair: Tara Siemens-Kennedy, MET, P.Chem., Director

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Members: Dave Newton, P.Geo.  
Chuck Jochems, P.Eng.  
Michael Geraghty, P.Geo.

## RESPONSIBILITIES

The Discipline Committee acts on behalf of the Board to review complaints, as well as to determine remedial measures for submissions found deficient through the Performance Assessment process.

# **DUTIES AND RESPONSIBILITIES**

## **Address written complaints about a member regarding:**

- CSAP work conducted in an incompetent manner
- Professional misconduct or conduct contrary to CSAP Rules
- Breach of the CSAP code of ethics

**CSAP has not received any written complaints requiring disciplinary action of a member.**

# DUTIES AND RESPONSIBILITIES

## **Review and determine measures for submissions found deficient**

- PAC informs the Discipline Committee when a submission under PA has been found deficient
- Committee reviews the following as applicable:
  - DM letter outlining reason for deficient finding
  - PA Stage 1 and Final Findings reports
  - Addendum prepared by submitting AP(s)
  - Approved Professional's PA history
- Measures considered appropriate are listed in the Discipline Committee Guidelines



# YEAR IN REVIEW

- Remedial measures were assessed for 2 submissions found deficient by the Performance Assessment Committee.
- Where considered appropriate, remedial measures may include the review of CSAP webinars or other relevant educational material.
- The Discipline Committee Guidelines are available at <http://csapsociety.bc.ca/members/discipline/>

# GOVERNANCE COMMITTEE

Chair: Trish Miller, M.Sc., R.P.Bio.

## MEMBERS

- Andrea Akelaitis, LLP (ENV Appointed Director)
- Cindy Ott, P.Ag., Geo.L, P.Chem., (Past President)
- Greg Sutherland, Ph.D., R.P.Bio. (Past President)
- Robin Jones, M.A.Sc., M.B.A., P.Eng., (Past President)

## RESPONSIBILITIES

- Effective functioning of the Board and the committees, task forces, and any other work undertaken by the Board
- Assessment, development and recommendation to the Board of governance principles and policies approved by the Board.
- Address governance issues referred to the Committee by the Board

# YEAR IN REVIEW

## ACTIVITIES OVER LAST YEAR

- Conflict of Interest Guidelines for PAC Panel Members
- CSAP Privacy Policy
- Terms and Conditions for Use of CSAP Website
- Website Privacy Policy
- Policy Statement for CSAP Parent Organizations

## MEETING FREQUENCY

- Every 2<sup>nd</sup> month