

ADVANCING LAND REMEDIATION + ECONOMIC GROWTH

23
24

ANNUAL REPORT



CSAP

SOCIETY OF CONTAMINATED SITES
APPROVED PROFESSIONALS
OF BRITISH COLUMBIA

ABOUT US

The Society of Contaminated Sites Approved Professionals (CSAP Society) is an independent organization that is mandated by the provincial government, through the BC Ministry of Environment and Climate Change Strategy (ENV), to review environmental certification applications (submissions) made under the *Environmental Management Act* and Contaminated Sites Regulation and, more specifically, Protocol 6.

The purpose of CSAP Society beyond the review of submissions includes cooperating and consulting with other professional and scientific bodies, stakeholders, and local and provincial governments. Upholding and

protecting the public's interest by ensuring the integrity, objectivity, and expertise of members is important to CSAP Society.

In BC, ENV is responsible for regulations detailing safe and legal levels of soil and water contaminants. Members of CSAP Society are qualified to review all non-high-risk environmental certification applications to ensure these regulations are being met. They perform an important role for the government and for landowners by addressing potential contamination issues in a timely manner which helps advance redevelopment projects. All non-high-risk sites seeking an ENV Certificate of Compliance must be reviewed by a Contaminated Site Approved Professional.

OUR VISION

CSAP Society, trusted professionals for sound environmental stewardship.

OUR MISSION

To serve government, the public, and industry by evaluating and advancing the practice and quality of contaminated sites management within BC's regulatory framework.

BETTERING THE INDUSTRY

As part of CSAP Society's commitment to bettering the industry, reviews of technical documents are undertaken at the request of ENV, stakeholders as well as internally generated. White papers and other projects designed to enhance our members' knowledge are conducted annually, the results of which are posted to the CSAP Society website.

81

TECHNICAL REVIEWS
COMPLETED

45

SPECIAL PROJECTS
COMPLETED

Since CSAP Society's inception in 2008



CSAP SOCIETY AT A GLANCE

MEMBERSHIP BY SPECIALITY

80

NUMERICAL
STANDARDS
SPECIALISTS

As of March 31, 2024

14

RISK-BASED
STANDARDS
SPECIALISTS

5

BOTH NUMERICAL
STANDARDS/RISK-
BASED STANDARDS
SPECIALISTS

99

TOTAL
MEMBERS



SUBMISSIONS PROCESSED UNDER PROTOCOL 6

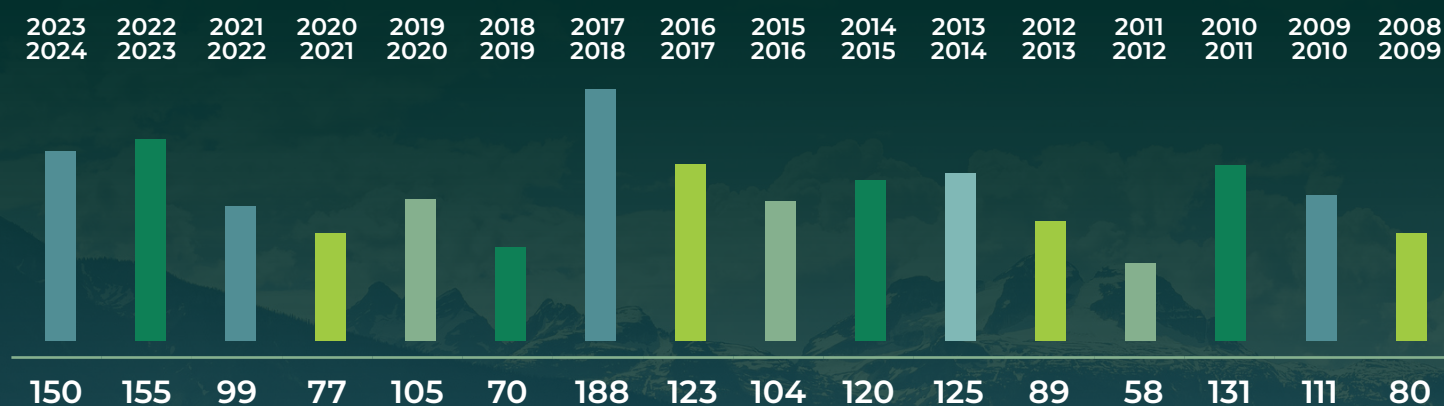
Protocol 6: Eligibility of Applications for Review by Approved Professionals (APs), sets out the activities and recommendations that are required when making a submission on a non-high-risk site. The site risk classification is determined by completing a Site Risk Classification form.

Starting July 1, 2008, the CSAP Society began processing submissions under ENV Protocol 6.

QUALITY ASSURANCE

To achieve consistently high standards among APs, each submission receives a detailed administrative peer screening. Random audits are conducted on one in eight submissions. These audits, or performance assessments, provide valuable feedback to the AP, serve as a check on the submissions process, and form the basis for continuous improvement.

SUBMISSIONS PROCESSED ANNUALLY



SUBMISSIONS RECEIVED BY SECTOR

	2023-24		2022-23		2021-22		2020-21	
Commercial	135	90%	134	86%	83	54%	53	69%
Municipality	5	3%	7	5%	6	4%	1	1%
Oil & Gas	7	5%	7	5%	7	5%	14	18%
Province of BC & Crown Corps	1	1%	7	5%	3	2%	9	12%
Miscellaneous	2	1%						
TOTAL	150	100%	155	100%	99	64%	77	100%

*Financial Statements available upon request.



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MESSAGE FROM THE MINISTRY



The past fiscal year has proven to be dynamic and eventful for the newly named Site Remediation Program (SRP) of the Ministry of Environment and Climate Change Strategy. Through this time of transformation and growth, the program is grateful to the CSAP Society and its membership for their continued professionalism, expertise, and steadfast support.

In response to the consistently high numbers of applications for contaminated sites services and the provincial focus on housing applications, the SRP has increased its internal capacity with a series of operational and strategic hires, for a total of 15 new staff members, with additional hiring in progress and upcoming this fiscal year. In August 2023, the program underwent an internal restructuring that better supports unit functions and duties, with a focus on knowledge transfer.

Further organizational transformation has resulted from a divisional review conducted over the last several years. As of April 1, 2024, the Site Remediation Program is now part of the new Authorizations and Remediation Branch (ARB). The SRP is looking forward to working closely with our partners in Authorizations and sharing knowledge and resources. The policy team, which will continue to lead the program's policy projects, is moving to the newly named Environmental Policy and Initiatives Branch (EPIB), under a new Director of Bonding and Site Remediation Policy. These changes will not impact external services or our partnership with CSAP.

Incoming applications through fiscal year 2023/24 remained high. A total of 620 applications were received and 593 processed, with 254 of those including the recommendation of an Approved Professional. Overall, 233 ministry certification documents were issued, with the breakdown presented in the table below:

APPLICATIONS	TOTAL	AIPS	COC – NUMERI- CAL	COC – SLRA	COC – DRA	P/F-DE- TERMI- NATION
RECEIVED	254	65	47	9	69	64
ISSUED	233	59	49	5	53	67

Table 1. Number of applications with an AP recommendation received and issued in FY 23/24

With the expansion of the SRP, initiatives are underway, and progress has been made in several areas:

- The Risk Assessment & Standards Unit is commencing work on the Contaminated Sites Regulation (CSR) Standards Updating Project. The first step is to create a framework for updating standards, which will provide a clear process that can be followed for every five-year cycle, then prioritize standards for review or update, and determine which standards are needed. The intent is to update the highest priority standards within this first cycle, expected to occur by 2027. Further standards updating will continue to take place during the next 5-year cycle. Engagement with CSAP will be integral to this project.
- The **Stage 14 amendments** to the CSR came into effect on March 1, 2023, and included requirements for soil relocation. The [soil relocation webpage](#)

provides information on relocating non-waste soil from CSR Schedule 2 sites, procedures for submitting the notification and high-volume site registration forms, and instructions on how to use the Soil Relocation Information System (SRIS).

- Phase 1 of Protocol 19 was released with the CSR amendments on March 1, 2023. The focus for Phase 1 is on the site investigation requirements associated with soil relocation. Proposed changes to this phase of the protocol were posted for comment and the ministry thanks those who have provided input.
- Housing information is collected on all incoming contaminated sites application forms. These details are tracked internally and used to estimate the number of applications with a housing related component. Site Remediation has continued to support the Premier's commitment to deliver more homes to people faster. In doing so, program staff have been working with the cross-ministry Housing Action Task Force to provide awareness and understanding of the contaminated sites service application processes, timelines, and outcomes.
- Site Remediation is continuing to prioritize housing-related applications with a shortened queue. Complete applications that meet all relevant requirements will be assigned for review more promptly than those needing additional information or clarification. It is anticipated that overall timelines for applications that are not related to housing will not be impacted.
- The service enhancement policy team hosted two virtual public engagement sessions in January 2024 to provide background and gather feedback on the project. In February 2024, a discussion paper was posted for comment and the team engaged with First Nations on Site Registry accessibility and usage.
- The director's preapproval under Protocol 6 is no longer required for some scenarios as of April 2, 2024. These include remediation of a flow-through contaminated site; area wide fill contamination; certification for an affected parcel before the source site is fully remediated; remediation of part of an operating facility and need a certification document or site release for that area; and contaminants that appear in environmental media because of beneficial uses. Alternative reporting expectations for these scenarios are described on the ministry's [preapprovals webpage](#).

I want to express my appreciation to all members of the CSAP Society for their partnership and dedication to the remediation of contaminated sites across the province. I'd like to specifically acknowledge and thank Andrew Sorensen, CSAP President; Tara Siemens Kennedy, Vice President; Patricia Fu, CSAP Executive Director; the CSAP Board of Directors; CSAP staff; and the members of the CSAP Committees and Working Groups, for their contributions in 2023-24.

The team at Site Remediation is looking forward to another year of close collaboration with CSAP in its mandate to protect human health and the environment.

Yours truly,

CARRIE NUGENT

Director
Site Remediation Program
Ministry of Environment and Climate Change Strategy

Please subscribe to [Site Remediation News](#) on the ministry website to receive all announcements relating to the delivery of the remediation of contaminated sites.

BOARD OF DIRECTORS

APPOINTED DIRECTORS

- 1 TONY CROSSMAN**
LLB., LL.M., Environmental Representative
- 2 DENISE MULLEN**
MPA., Industry Representative
- 3 CHRISTIAAN IACOE**
P.Ag., Local Government Representative
- 4 CARRIE NUGENT**
Director, Site Remediation Program, Ministry of Environment and Climate Change Strategy

PARENT ORGANIZATION DIRECTORS

- 5 CHUCK JOCHEMS**
P.Eng., Performance Assessment Committee, Chair. EGBC.
- 6 JASON WILKINS**
P.Ag., Discipline Committee, Chair. BCIA.
- 7 CHRISTINE THOMAS**
M.Sc., R.P.Bio., Technical Review Committee, Chair. CAB.

DIRECTORS AT LARGE

- 8 ANDREW SORENSEN**
P.Eng., President
- 9 TARA SIEMENS KENNEDY**
MET, P.Chem., Vice-President, Secretary & Treasurer
- 10 MANDEEP PUREWAL**
MET, R.P.Bio., P.Ag., Membership Committee, Chair
- 11 MICHAEL GILL**
P.Eng., Governance Committee, Chair
- 12 DAVID MITCHELL**
P.Eng., Professional Development Sub-committee, Chair

MESSAGE FROM THE PRESIDENT



It seemed like this past year was more of a return to status quo in terms of our primary role as Approved Professionals providing review and recommendation services. That said, on the practitioner side, we have all had to navigate the new landscape of soil relocation and Protocol 19. It's fair to say that everyone involved, be it ENV, consultants, contractors, and receiving sites, is still working their way through the initial issues of this new protocol. As with previous times of

uncertainty, I am confident this will reach a steady state condition. I think our members can play a big role in reaching that point, so I encourage everyone to review any proposed changes and provide constructive feedback to ENV.

In terms of operations at CSAP Society, we saw another increase in submissions overall, largely because of the continued surge in AiPs. We also continue to see an increase in the number of monitoring reports we review, a service we have been successfully providing on behalf of ENV for two years now. Patricia and her team are doing an excellent job of keeping up with these increased volumes and I have the utmost confidence they will continue to do so going forward. A special mention to Patricia who hit the ground running when she

joined us in late 2022 and has quickly established herself as a very effective executive director.

CSAP Society continues to strengthen our relationship with the ENV team. We continue to work closely with Carrie Nugent and her team to develop processes that benefit them, our members, and our clients. I believe a positive working relationship between CSAP Society and the ENV management team is key to the success of both groups, and I appreciate the efforts made by both sides in making the relationship as strong as possible.

One thing I think we could do much better as a group is celebrating our successes. We all know there is a lot of focus on housing these days and a large number of our submissions are tied to housing projects and land-repurposing. Our work is an important part of building

and housing the people of our province.

Because our work often comes before or during the initial stages of construction, there can be a disconnect with the final result. If you haven't already, I would encourage people to look back to some of their submissions over the past 10 years and see where those sites are now.

Lastly, I want to thank my fellow Board members for all their hard work this past year at the Board level and as committee chairs. And a special thank you to Jason, Christine, and Chuck who have reached the end of their Board terms.

Thank you all.

ANDREW SORENSEN
P.Eng., President

MESSAGE FROM EXECUTIVE DIRECTOR



The 2023/24 fiscal year was another busy one!

CSAP Society processed 150 submissions with 212 certification documents, which is very similar to what was received in the previous fiscal year. And the Review

Services Subcommittee reviewed almost double the number of monitoring reports.

The CSAP committees all had a very active year. They undertook different projects from revising governance documents to hosting lunch and learn webinars to the development of the PAC Q&A. I encourage you to read each committee's report for their detailed updates.

The Board met in February to review the progress of the 2023-25 strategic plan. I am happy to report that we are making solid progress with all our objectives.

One key project that we are working on is updates to the CSAP website and Member Services area to improve their functionality and design. This work is expected to be completed in the 2024/25 fiscal year.

We continued to strengthen our relationship with ENV, working together on various initiatives and topics and supporting them where we can. ENV staff consistently attended committee meetings to provide their input and feedback on CSAP initiatives and technical issues. The Technical Review Committee facilitated consultation with ENV on

the Making Contaminated Sites Climate Ready discussion paper and provided comments on Protocol 19.

Many thanks to the Board and committee members for all their contributions this past year and a special thank you to the outgoing directors Jason Wilkins, Christine Thomas, and Chuck Jochems. Lastly, I would like to extend a special gratitude toward the staff for their hard work and dedication.

PATRICIA FU
Executive Director

MEMBERSHIP COMMITTEE



MANDEEP PUREWAL, MET,
R.P.Bio., P.Ag., Chair

COMMITTEE

HARBEY BAINS, P.Eng.

BEN LIN, P.Eng.

MICHAEL SLOAN, M.Sc., P.Eng.

JEROEN WAUTERS, M.Eng., P.Eng.

DIANE ZORN, P.Eng.

EXAM DEVELOPMENT SUB-COMMITTEE

MANDEEP PUREWAL, MET,
R.P.Bio., P.Ag., Chair

TADD BERGER, M.Sc., EP, P.Ag.

IAN MITCHELL, M.Sc., P.Geo.

COMMITTEE PURPOSE

ADMINISTER THE MEMBERSHIP APPLICATION AND EXAMINATION PROCESS:

- Update and align the Membership Guidelines with CSAP Bylaws and Rules.
- Verify that existing members maintain their qualifications and remain in good standing.

OVERVIEW

IN 2023/2024, THE COMMITTEE:

- Finalized and posted updated Membership Guidelines and application forms, aligning them with Protocol 6 standards. We also provided clarification on applicant eligibility requirements, the examination process and Associate Membership.
- Conducted a review of Continuing Professional Development requirements, recognizing areas of redundancy with those of the parent organizations. The committee also investigated the potential for restructuring categories for more efficient reporting.
- Reviewed CSAP Bylaws and Rules concerning membership to ensure compliance and relevance.
- Assessed membership renewals to determine eligibility for continued affiliation.

ACTIVITIES AND ACCOMPLISHMENTS

- Published the current version of the Membership Guidelines.

MEMBERSHIP STATISTICS

AS OF MARCH 31, 2024, THERE WERE:

99	FULL-TIME MEMBERS (80 NUMERICAL, 14 RISK, 5 BOTH)
14	ASSOCIATE MEMBERS
3	RETIRED MEMBERS

BY PROFESSIONAL ORGANIZATION AFFILIATION

67	ENGINEERS & GEOSCIENTISTS OF BC
15	COLLEGE OF APPLIED BIOLOGISTS
16	BC INSTITUTE OF AGROLOGISTS
5	ASSOCIATION OF THE CHEMICAL PROFESSION OF BC

Some members are part of two or more professional organizations.

*Thank you for your
participation and we
wish you all the best!*

RETIRING MEMBERS

RICHARD KWAN
MICHAEL RANKIN
DAVID WILLIAMS

MEMBER VOLUNTEER HOURS 2023 / 2024

63 NUMBER OF APS WHO
VOLUNTEERED

73 AVERAGE NUMBER OF
HOURS VOLUNTEERED

228 HIGHEST NUMBER
OF HOURS

TOTAL NUMBER
OF HOURS
VOLUNTEERED

4581

MEMBER PARTICIPANTS 2023 / 2024

Ajay Tumber
Alan Walker
Andrew Sorensen
Anthony Collett
Audrey Wagenaar
Ben Lin
Blair King
Blair McDonald
Bob Symington
Brant Dorman
Chad Taylor
Christine Thomas
Chuck Jochems
Cindy Ott
Craig Harris
David Mitchell

David Newton
David Williams
Dawn Flotten
Diane Zorn
Duncan Macdonald
Erin Robson
Eva Gerencher
Gary Hamilton
Gavin Leung
Guy Patrick
Harbey Bains
Ian Hers
Ian Mitchell
Ingolf Lambrecht
Jason Christensen
Jason Wilkins

Jeff Taylor
Jeroen Wauters
John DeCesare
John Taylor
Kelly Forseth
Lora Paul
Mandeep Purewal
Mark Adamson
Michael Geraghty
Michael Gill
Michael Sloan
Michelle Uyeda
Patricia Carmichael
Paul Embregts
Paul Gardner
Reg North

Reidar Zapf-Gilje
Robert Lauman
Sam Reimer
Scott Steer
Simone Mol
Stefan Quaglia
Sumeet Dogra
Tadd Berger
Takako Matsueda
Tara Siemens Kennedy
Tom Frkovich
Traci Brannen Magee
Travis Deeter
Vijay Kallur
Zayed Mohamed

PERFORMANCE ASSESSMENT COMMITTEE



CHUCK JOCHEMS, P.Eng., Chair

COMMITTEE

JASON CHRISTENSEN, P.Eng.

GARY HAMILTON, M.Eng., P.Geo.

DUNCAN MACDONALD, P.Eng.

STEFAN QUAGLIA, EP, R.P.Bio.

TARA SIEMENS KENNEDY, MET, P. Chem.

OVERVIEW

One in every eight AP submissions is selected for a performance assessment (PA) on a random basis. Non-random performance assessments (NRPA) may also be triggered by a remedial measure outcome of a previous PA, a request by ENV, or where errors are identified during the CSAP detailed screening process. When PAs are conducted, a PA panel is organized by the PA Coordinator, which includes two standards assessment panel members and a standards assessment Delegated Member (DM who sits on PAC) for numeric-based submissions. For detailed risk-based submissions, a risk assessment panel member and a risk assessment DM are also included on the PA panel.

In some circumstances when issues arise during the CSAP detailed screening process, a Focused Review (FR) is conducted by a DM and if an issue cannot be resolved, then the submission may be referred to PAC for a NRPA. Further to this, once submissions have been forwarded to ENV for processing, statutory decision makers (SDMs) may also request a Focused Review, which too in turn, could result in a NRPA.

ACTIVITIES AND ACCOMPLISHMENTS

- Provided an update to the membership at the Fall 2023 Professional Development Workshop with Lessons Learned from PAs. Examples of Focused Review outcomes and simplifying legal metes and bounds descriptions were also provided.
- Conducted 23 PAs on 150 AP submissions, including five NRPAs. We continued open communication channels with ENV to facilitate discussion of common and up-to-date issues that arise from PAs through regular face-to-face meetings.
- Revised the FR process for ENV requests, whereby the FR memo goes directly to the statutory decision maker for a decision within 10 business days, before being shared with the Submitting AP, if favourable. If the FR outcome is referral for a NRPA, then the FR findings are not shared with the Submitting AP.
- Revised the risk portion PA Worksheet given different issues raised for detailed risk assessments, as opposed to Stage 1 and 2 PSIs, DSIs, and COR reports.
- Revising language in the CSAP Rules around not applicable findings on risk portions of PAs, when the standards portion has been found "deficient."
- Worked with ENV on revisions to the P6 Preapprovals process and associated webpage.
- Supported development of a Q&A forum for members to send questions to PAC.

COMMITTEE PURPOSE

The Performance Assessment Committee (PAC) is responsible for CSAP's quality assurance process, confirming AP recommendations for legal certification documents are supported by scientifically sound technical reports prepared in accordance with the governing legislation and ENV governing protocols, procedures, and guidance. The overall goal of the performance assessment (PA) process is to confirm that the documents submitted to ENV for legal certification document applications are accurate, complete, and valid.

PERFORMANCE ASSESSMENT STATISTICS

PERFORMANCE ASSESSMENT TIMELINES

SELECTED FOR PA

23

COMPLETED <1 MONTH

35%

COMPLETED 1-2 MONTHS

43%

COMPLETED >2 MONTHS

0%

IN PROGRESS

22%

PERFORMANCE ASSESSMENT CERTIFICATION DOCUMENT STATISTICS

CoC NUMERICAL

7

CoC DETAILED RISK

7

COC SCREENING RISK

3

AIP NUMERICAL

3

AIP DETAILED RISK

2

DETERMINATION

1

PERFORMANCE ASSESSMENTS CONDUCTED

CONDUCTED

23

SUFFICIENT WITH CLARIFICATION

12

SUFFICIENT AT STAGE 1

5

IN PROGRESS

5

DEFICIENT

1

Note: APs' response times and ENV time to release certification documents are not included.

DETAILED SCREENING SUB-COMMITTEE



TARA SIEMENS KENNEDY, MET, P.Chem., Chair

COMMITTEE

EVA GERENCHER, M.Sc.,
P.Ag.

CHUCK JOCHEMS, P.Eng.

DAVID NEWTON, P.Geo.

BOB SYMINGTON, P.Geo.

OVERVIEW

This year, minor updates were made to the DS worksheets to improve clarity, with further changes underway to incorporate the April 2024 changes to the P6 Preapproval requirements. In addition, at the time of writing, the Submission Screening Guidelines are currently being updated with the updated version expected to be available on the CSAP website in summer 2024. Two new Detailed Screeners were added to the roster this year to ensure that screenings are completed in a timely manner.

The DSC continues to work collaboratively with ENV to ensure that Protocol 6 submissions contain all necessary documentation when they are sent to ENV. We continue to see fewer comments from ENV statutory decision makers that review submissions, indicating that the overall quality of submissions is improving.

COMMITTEE PURPOSE

The Detailed Screening Sub-committee (DSC) was established in 2014 to design and implement a Submission Screening Process to be undertaken by CSAP on behalf of ENV. The DSC meets to review Screening issues and ENV feedback to finetune and update the Screening tools and to disseminate this information to the membership.

REVIEW SERVICES SUB-COMMITTEE



DAVID NEWTON, P.Geo., Chair

COMMITTEE

BRANT DORMAN, P.Eng.

MICHAEL GERAGHTY, M.Sc.,
P.Geo.

EVA GERENCHER, M.Sc., P.Ag.

STEFAN QUAGLIA, EP, R.P.Bio.

JOHN TAYLOR, P.Eng.

AJAY TUMBER, P.Eng.

OVERVIEW

As of January 31, 2022, ENV specified that a subset of reports must be forwarded through CSAP Society for review instead of through ENV. Types of reports (identified for RSC review are associated with Director's reporting requirements specified in compliance documents (e.g., Approvals in Principle (AiP), soil relocation agreements and some Certificates of Compliance). For example, all AiPs require an annual report be submitted to document remedial progress in the context of the Remedial Plan. The submitted reports are typically prepared by an AP as required by the compliance documents in most instances. Most reviews completed by the RSC are reports submitted to satisfy an AiP requirement.

Members of the RSC provide technical reviews of the submitted Monitoring Reports documenting whether that the work completed was consistent with the requirements of the certification document and supporting documents (e.g., as required by the Performance Verification Plan or Remedial Plan). Where necessary the RSC reviewer interacts with the submitter to clarify details.

The RSC reviews are forwarded to ENV where the Statutory Decision Maker considers the information and makes the final decision on the adequacy of the work. The RSC does not complete reviews of Monitoring Reports submitted in support of Site Disclosure Statement/permit releases or of high-risk sites and those remain with ENV.

COMMITTEE PURPOSE

The Review Services Sub-committee (RSC) provides technical reviews for ENV, largely in regard to reports (Monitoring Reports) submitted to satisfy a Director's reporting requirement. The objective of the RSC is to assist ENV by providing review and processing support where requested.

ACTIVITIES AND ACCOMPLISHMENTS

The RSC processed 45 Monitoring Reports in 2023/24, almost double the number received in the previous year. We anticipate a similar number of submissions in 2024/25.

PROFESSIONAL DEVELOPMENT SUB-COMMITTEE



DAVID MITCHELL, P.Eng., Chair

COMMITTEE

TADD BERGER, M.Sc., EP,
P.Ag.

ANTHONY COLLETT, M.Sc.,
P.Geo.

PAUL GARDNER, M.A.Sc.,
P.Eng.

ROB LAUMAN, P.Chem.

GAVIN LEUNG, P.Ag.

ACTIVITIES AND ACCOMPLISHMENTS

SPRING AGM

The Spring AGM was held in person on June 1, 2023. Topics included Climate Change Impacts on Contaminated Sites, Groundwater Protection Regulations, and a post-mortem on the impacts of the Stage 14 amendments.

FALL PD WORKSHOP

The CSAP Society Fall PD Workshop was held in person on November 1, 2023. Sessions featured the Protocol 2 Site Specific Standards Groundwater Protection Model, indigenous engagement and consultation, a workshop of completing a CSAP Society submission and a SWOT Analysis of various topics including the Society itself, brownfield sites, Stage 14/Protocol 19, sustainability, and the natural resource sector.

LUNCH AND LEARN

The Lunch and Learn series continued this year with one-hour virtual webinars on a variety of topics affecting APs. Six sessions have been scheduled for each calendar year with a combination of sessions open to the public and Members' Open Forums. Members' Open Forums are for members only and provide APs an opportunity to confidentially address issues affecting their practice with their peer group.

COMMITTEE PURPOSE

The Professional Development Sub-committee works to provide learning opportunities for our members, bringing together expertise, experience, and knowledge to support high professional standards and foster innovation.

OVERVIEW

The PD Sub-committee organized two in-person events in 2023-2024 including the 2023 AGM and the 2023 Fall PD Workshop. The virtual Lunch and Learns events continued and included a mixture of members-only open-discussions forums and regulatory presentations.

AGM 2023

ATTENDEES: JUNE 1, 2023

56 MEMBERS

56%

OF MEMBERS
ATTENDED

FALL PD WORKSHOP 2023

ATTENDEES: NOVEMBER 1, 2023

TOTAL:

132

67

MEMBERS

65

NON-MEMBERS

MEMBERS' UPDATE

The Members' Update, CSAP's quarterly newsletter, communicates changes, news, events, and updates from CSAP and ENV.

SUBSCRIBERS:

362

113

MEMBERS

249

NON-MEMBERS

TECHNICAL REVIEW COMMITTEE



CHRISTINE THOMAS, M.Sc., R.P. Bio., Chair

COMMITTEE

MICHAEL GILL, P.Eng.

IAN HERS, P.Eng.

TAKAKO MATSUEDA, P.Eng.

ZAYED MOHAMED, P.Ag.

MANDEEP PUREWAL, MET,
R.P.Bio., P.Ag.

BOB SYMINGTON, P.Geo.

ALAN WALKER, M.Sc., P.Eng.

change discussion paper they released in Fall 2022. As part of the targeted consultation, two meetings were held where ENV shared their draft concepts for a future intentions paper, followed by questions/ comments. A memo summarizing the feedback provided by the CSAP Society working group during the meetings was forwarded to ENV for consideration.

- Protocol 19 – Site Investigation and Reporting – ENV reached out to CSAP Society to engage directly on providing comments on Protocol 19 (P19) from an AP perspective. A meeting was held in July 2023 between ENV and the CSAP Society working group. In addition, the TRC had also solicited feedback on P19, in two other ways: 1) arranged a meeting with a small group of APs that have gone through the soil relocation process; and 2) added some questions to the AGM survey regarding experiences with P19. All of the comments collected on P19 from the above consultations were consolidated and forwarded to ENV in late July.

COMMITTEE PURPOSE

The Technical Review Committee (TRC) manages the Technical Review Process, the CSAP Society Scholarship Program, the CSAP Society Small Special Project Funding Program, and other technical issues on behalf of CSAP Society.

OVERVIEW

The committee is responsible for conducting technical projects (i.e., referred to as Special Projects) to address AP-related issues and guidance. The committee also conducts Technical Reviews when requested from internal (e.g., CSAP Society Board of Directors, CSAP Society Committees) or external parties (e.g., ENV).

ACTIVITIES AND ACCOMPLISHMENTS

SPECIAL PROJECTS AND TECHNICAL REVIEWS:

In 2023/24, the TRC completed the following Special Projects:

- Protocol 2 and Development of Site-Specific Standards: Use of Groundwater Protection Model – The purpose of this project was to raise awareness to practitioners on the potential use of the Groundwater Protection Model under Protocol 2 by preparing a presentation and written summary that can be used as a reference for practical use of Protocol 2.
- Shallow Vapour Attenuation Factors – The purpose of this project was to provide practitioners with science-based approaches for assessment of vapours in indoor air where groundwater is near to or in contact with the building foundation. The project also included a desktop evaluation of attenuation factors and information from other jurisdictions as it relates to the new soil relocation legislation and the triggers for soil vapour assessment.

Finalized TRC projects are available on the CSAP Society website.

This year the TRC also facilitated targeted consultation with ENV on two different technical topics. For each topic, the TRC reached out to members to solicit volunteers and formed small working groups of up to six members. Volunteers were selected based on the range/type of experience relevant to each of the topic areas. The two topics that ENV was soliciting input on were:

- Making Contaminated Sites Climate Ready – ENV were looking to build on the comments they received from stakeholders and Indigenous groups on the climate

The TRC will be busy this year, as we will be undertaking three projects that will be of interest to CSAP Society members. The Special Projects for 2024/25 include:

- Background Soil Concentrations – Feedback from CSAP Society membership has indicated that the current list of regional soil background concentrations may not accurately reflect the range of parameter concentrations commonly observed during investigation. The purpose of this project is to identify whether there is sufficient information available to support changes/additions to the Protocol 4 background soil concentrations.
- Background Groundwater Concentrations – CSAP Society practitioners have identified that natural background levels of metals in groundwater are still an issue at sites in other parts of the province including the Northeast BC Region and the Prince George Region. When conducting investigation of these sites, elevated concentrations of metals unrelated to site activities are often encountered and result in additional costs and time delays. At the time of development of Table 1 of Protocol 9, insufficient data was present in these two regions and in other areas of the province to develop a suitable database for evaluation. The purpose of this project would be to expand the dataset such that background concentrations for groundwater could potentially be developed for other regions of the province.
- Review of Groundwater Plume Stability Assessment Methods – The purpose of this project is to provide practitioners with some options for stability assessment methods that can be used for assessing the stability of groundwater contaminant plumes to confirm that contaminated sites in BC are being assessed using the best available technology.

RESEARCH SCHOLARSHIPS

CSAP Society awards up to three scholarships annually (worth \$17,000) to graduates studying in the area of contaminated site investigation and remediation. The request for applicants goes out in the Fall and the deadline to apply is by the end of March. Last year, due to the limited number of eligible applicants, only one scholarship was awarded. Jeffrey Lam who is pursuing a Master of Environmental Toxicology at SFU was awarded the Mike Macfarlane Scholarship (\$7,000). Jeffrey's thesis involved evaluating the impact of pharmaceuticals and personal care products on the aquatic and terrestrial wildlife at the Alaksen National Wildlife Area.

GOVERNANCE COMMITTEE



MICHAEL GILL, P.Eng., Chair

COMMITTEE

MICHAEL GERAGHTY,
M.Sc., P.Geo.
TONY GILLET, P.Eng.
DUNCAN MACDONALD,
P.Eng.
BETH POWER, M.Sc., R.P.Bio.

ACTIVITIES AND ACCOMPLISHMENTS

This year, the committee carried out the following work:

- Undertook the annual review of the Governance Committee's terms of reference and other CSAP Society committees' terms of reference.
- Reviewed and provided comment on the revisions to the proposed professional development hour changes to the Membership Guidelines.
- Reviewed and provided comment on the revisions to the proposed professional development hour changes to the Membership Guidelines.
- Reviewed minor revisions made to the Performance Assessment Guidelines.
- Reviewed and discussed CSAP Society's Employment Diversity and Human Rights Policy which was written in 2012. This work is in progress.

COMMITTEE PURPOSE

The purpose of the Committee's is oversight for the effective functioning of the CSAP Society Board of Directors and the committees', task forces, and any other work undertaken by the Board. The Committee is responsible for the assessment, development, and recommendation to the Board for approval of governance principles, policies, and practices for the functioning of the Board and the Society.

OVERVIEW

The committee assesses, develops, and recommends to the CSAP Society's Board for approval, governance principles, policies, and practices related to the functioning of the Board and CSAP Society.

DISCIPLINE COMMITTEE



JASON WILKINS, EP, P.Ag., Chair

COMMITTEE

GARY HAMILTON,
M. Eng., P.Geo.
INGOLF LAMBRECHT,
P.Geo.
SCOTT STEER, MET, R.P.Bio.

OVERVIEW

To oversee the functioning of the CSAP Society's discipline process. The Committee is responsible for the development, implementation and assessment of effective discipline principles and policies as recommended to and approved by the Board.

ACTIVITIES AND ACCOMPLISHMENTS

In 2023-24 the discipline committee reviewed existing measures and developed an internal guidance document to provide some consistency when deciding on remedial measures, and to define punitive versus remedial measures and when such measures would apply. The document is currently being reviewed by the Governance Committee and feedback will be obtained by the Board in 2024-25.

COMMITTEE PURPOSE

The Discipline Committee, on behalf of the Board, reviews complaints and determines remedial measures for submissions found deficient through the Performance Assessment process.

Disciplinary measures were assigned for two submissions found deficient by the Performance Assessment Committee. No complaints requiring disciplinary action were submitted to CSAP Society.

MEETING ACTIVITY

DIRECTORS, INTERNAL AND STANDING COMMITTEE MEETINGS

6 BOARD OF DIRECTORS	2 EXECUTIVE COMMITTEE	12 PERFORMANCE ASSESSMENT COMMITTEE & APPEALS	8 PROFESSIONAL DEVELOPMENT SUB-COMMITTEE
5 REVIEW SERVICES SUB-COMMITTEE	2 GOVERNANCE COMMITTEE	4 MEMBERSHIP COMMITTEE	5 ENV FACE TO FACE
5 TECHNICAL REVIEW COMMITTEE	3 DISCIPLINE COMMITTEE	1 ANNUAL GENERAL MEETING & PD WORKSHOP	1 PD WORKSHOP

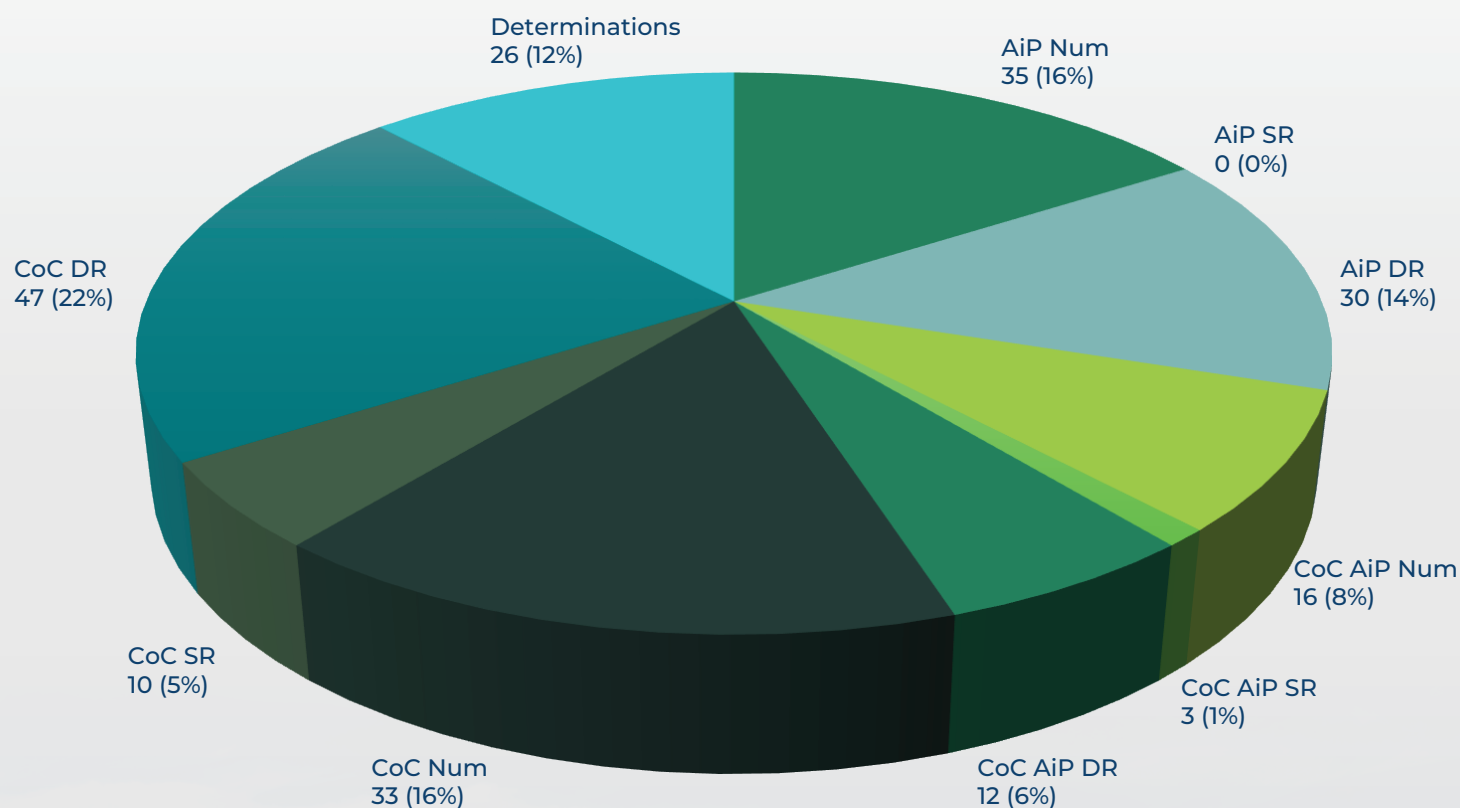
EXAM PROCESS MEETINGS











1 LEAD EXAM	1 NUMERICAL EXAM WORKSHOP	1 NUMERICAL EXAM WRITING WORKSHOP	1 REGULATORY EXAM WORKSHOP
	1 REGULATORY EXAM WRITING WORKSHOP	1 RISK EXAM WRITING WORKSHOP	

TOTAL MEETINGS =

60

CERTIFICATION DOCUMENTS STATISTICS + OVERVIEW 2023-2024



	AiP Num	16%	[35]
	AiP SR	0%	[0]
	AiP DR	14%	[30]
	CoC AiP Num	8%	[16]
	CoC AiP SR	1%	[3]
	CoC Num	16%	[33]
	CoC SR	5%	[10]
	CoC DR	22%	[47]
	Determinations	12%	[26]
	CoC AiP DR	6%	[12]

CERTIFICATION DOCUMENTS OVERVIEW 2023-2024

TOTAL =

212

STRATEGIC PLAN 2023 – 2025

CSAP ENDEAVOURS TO SERVE:

MEMBERS

- › through accreditation and professional development,
- › through promoting cooperation and mentoring while adhering to our ethical standards, and
- › through managing the CSAP Society in a manner that maintains sustainability and longevity.

GOVERNMENT & THE PUBLIC

- › by instilling confidence through developing and maintaining strong professional standards of practice,
- › by facilitating, advising, and making sound recommendations regarding recognition, investigation, and remediation, as well as for guidance and policy development of contaminated sites, and
- › by engaging the public in seeking feedback and input.

› INDUSTRY

- › by creating value through transparent, efficient, and timely processes,
- › by proactively identifying areas for change and improvement, and
- › by engaging stakeholders and seeking feedback and input on matters that affect industry.

1

BUILDING AWARENESS

DEVELOP A COMMUNICATIONS PLAN TO BUILD AWARENESS OF CSAP AND APPROVED PROFESSIONALS' ROLES

2

SUSTAINABILITY

ENSURE THE RELEVANCE AND VIABILITY OF CSAP AND APPROVED PROFESSIONALS FOR YEARS TO COME

3

PROACTIVE INTERACTION WITH ENV

CONTINUE TO BE A SUPPORT AND FIND NEW WAYS TO WORK TOGETHER

4

EDUCATION & OUTREACH

PROVIDE OPPORTUNITIES FOR MEMBERS TO SHARE EXPERIENCES AND PROVIDE PEER SUPPORT

Special thanks to our staff!

DANA BIDNALL
Communications
Coordinator



ANNA POPOVA
Administrative
Screener



NELLY POMAREDA
Operations
Coordinator



STEPHANIE KWOK
Board & Administrative
Coordinator







CSAP

SOCIETY OF CONTAMINATED SITES
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OF BRITISH COLUMBIA



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