

10th ANNUAL
GENERAL MEETING & PD Workshop

June 7, 2017



CSAP

Society of Contaminated
Sites Approved Professionals
of British Columbia

2. Reports from the Directors

2.1 Committee Reports

MEMBERSHIP

Chair: Scott Steer, MET., R.P.Bio., Director

Members: Brant Dorman, P.Eng.
Vijay Kallur, M.Sc., P.Eng., FEC
Simone Mol, Ph.D., P.Chem.

Sam Reimer, P.Ag., Vice Chair
Paul Webb, P.Geo.

Responsibilities:

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

YEAR IN REVIEW

- REVIEW/REVISION OF MEMBERSHIP GUIDELINES
- REVIEW/REVISION OF EXPERIENCE FORMS AND EXPERIENCE REVIEW GUIDELINES
- REVIEW OF CURRENT SUBMISSION REQUIREMENTS
- DEVELOPMENT OF A DISCUSSION FORUM
- DEVELOPMENT OF EXCLUSIVE EXAM SOFTWARE

EXAMINATION SCHEDULE

- 2017 EXAMS MOVED TO FEBRUARY 2018
 - Numeric Standards Technical – February 6, 2018
 - Regulatory – February 7, 2018
 - Risk-based Standards Technical – February 8, 2018
- DEADLINE TO APPLY (CANDIDATES) – SEPTEMBER 1, 2017
- DEADLINE TO APPLY (MEMBERS) – DECEMBER 3, 2017
- EXAM BANKS CURRENTLY UNDER REVIEW
 - Thanks to exam development leads: Sam Reimer (Risk); Paul Webb (Regulatory); Patty Carmichael (Numeric)
- EXAM DEVELOPMENT WORKSHOPS – DECEMBER 2017

MEMBERSHIP STATISTICS

- 110 APs
 - 90 NUMERICAL STANDARDS
 - 16 RISK-BASED STANDARDS
 - 4 NUMERICAL + RISK
- 28 SUCCESSFUL RENEWALS
- 3 MEMBERS BECAME ASSOCIATE MEMBERS
- 1 MEMBER RESIGNED – KEN EVANS
- 7 NEW MEMBERS

PERFORMANCE ASSESSMENT

Chair: Colin Dunwoody, P.Eng., Director

Members: Eva Gerencher, M.Sc., P.Ag.
Ingo Lambrecht, P.Geo.
Duncan Macdonald, B.Sc., P.Eng.

Trish Miller, R.P. Bio.
Dave Mitchell, P.Eng.
Tara Siemens-Kennedy, P.Chem.

Responsibilities:

We Manage:

Quality of submissions forwarded to MoE for instruments under the CSR through:

Continuous review and improvement of the PA process based on feedback with a particular focus on advancing the use of professional judgment

Improving the completeness of submissions with improvements to the Annotated SoSC

Providing training webinars for members

THANK YOU

Thank you to the Committee members

I would like to thank the **committee members**. We have an excellent committee and have very good discussions regarding PAs past and present. Every member of the committee has a very good perspective in focusing on the “big picture” of potential impact to human health and the environment. We make every effort to work through administrative and minor technical issues to bring each submission to a successful conclusion where possible.

I would like to thank **Bob Symington** for managing the Detailed Screening process.

I would also like to thank **all the Detailed Screeners** and the **PA panel members** who have participated this year.

I would also like to thank **Anna** for her diligent Administrative Screening.

STATS

This year the committee has completed:

- 123 Submissions / Detailed screenings, up 19 from last year
- 20 Performance Assessments
 - Of these 15 were found sufficient (and 3 are still pending)
 - 2 were site specific (site previously found deficient and automatically subject to a PA upon resubmission)
- 14 of the 20 PAs were as a result of random selection
- 3 were selected for PA as a result of detailed screening
- 1 was requested by MoE
- 2 were site specific

The issues identified include:

- insufficient hydrogeological data to exclude DW pathway or show protection of deeper aquifers
- AG11 (communication) issues
- lack of explanation of professional judgment exercised

RESULTS OF QUESTIONNAIRE

After each PA the submitting AP is asked to evaluate the PA

-62% feel the PAs are not overly detailed

-97% feel the PAs are informative

SUMMARY OF SITE CONDITION

Annotated Summary of Site Condition has been augmented with an expanded Hydrogeology section

While this enhancement covers more aspects of the hydrogeology of a site it is still incumbent on the submitting AP to provide additional text if there site conditions that warrant explanation.

ADMINISTRATIVE GUIDANCE 11

With the upcoming Omnibus effective date of November 1, 2017 it will be very important for submitting APs to ensure they allow sufficient time to complete AG11 communication with affected parties.

Incomplete AG11 communication records will constitute an incomplete submission and would require resubmission (after Omnibus is in effect?)

This doesn't mean you need to have agreement/acceptance of affected parties but you do need to have completed the requirements of AG 11 or provided rationale as to how you have met the intent of AG 11.

CSAP has an AG11 template that is helpful.

DETAILED SCREENING FLOWCHART ADDITION

When detailed screening results in a submission being referred to PAC for additional review by a DM the submitting AP will be advised.

<http://csapsociety.bc.ca/members/guidelines/submission-screening/>

PRELIMINARY & DETAILED ADMINISTRATIVE SCREENING

CSAP would like to thank those who have completed the survey following the screening of their submissions and of the 37 recently returned responses the following were noted.

Preliminary Administrative Screening

- 100% of respondents found the questions raised to be clear, that the screener was available for questions and the issues were adjudicated in a fair and timely manner.

Detailed Administrative Screening

- 94% of respondents found the questions raised to be clear, that the screener was available for questions and the issues were adjudicated in a fair and timely manner.
- 31% indicated the screening to have improved since their last submission, 69% indicated it was about the same and 0% thought the process was worse this time.

TECHNICAL REVIEW COMMITTEE

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

Members: Guy Patrick, M.Sc., P.Eng. Ajay Tumber, P.Eng.
Michael Sloan, P.Eng. David Williams, P.Eng.

Responsibilities: Supports CSAP on technical issues.

We Manage:

Technical Review Process

CSAP Special Projects

CSAP Scholarship Program

2016/17 SPECIAL PROJECTS

- Vapour Guidance (inputs to Technical Guidance 4 and new Protocol 22)
- Summary of Performance Verification Plans (PVPs) Issued to Date, and Preliminary Recommendations for Future Requirements
- Review of Peat Analytical Methodologies and Interpretation of Analytical Results
- Mapping Drinking Water Using Geographic Information System
- Toolkit #3 (Methods for Evaluation of Monitored Natural Attenuation) & Toolkit #4 (Enhanced Attenuation of Hydrocarbons (partially funded outside of CSAP))
- Professional Judgement Paper for APs (presented at Spring Professional Development meeting)
- Review of the Omnibus numbers (phase 1)
- Potential Contaminants of Concern (PCOC) list

2016/17 TECHNICAL REVIEWS

- Revisions to Protocol 2 (site-specific numerical soil standards)
- Development of leachate methods
- Review of Technical Guidance 3 (Environmental Quality Standards)

CSAP SCHOLARSHIP AWARDS

The TRC manages the scholarship process.
Scholarship awards will be announced today.

2017/18 SPECIAL PROJECTS

- Layman's guide to AP practice
- Further revisions to Protocol 2 (site-specific numerical soil standards) – develop “look-up” tables
- Review CSR risk assessment guidance to identify areas of overlap/conflicting guidance & recommend solutions
- Further assessment (beyond the FY 2016/17 CSAP project) of the implications of the revised CSR standards using data compiled by five companies
- Review of the omnibus numbers (phase 2)

2017/18 TECHNICAL REVIEWS

- Review of various documents to reflect Omnibus
Phase 1: March 2017
Phase 2: July 2017

TRC is looking for volunteers for Phase 2 reviews (sign up on the Members Survey, appendix A).

FALL CSAP PD WORKSHOPS

- 2016 Fall Workshop held last November. Topics included:
 - California Low-Threat Closure Policy
 - Regional Background Selenium in Groundwater in Kamloops
 - Investigations in Bedrock Settings
 - Professional Judgement
 - False Positives
 - Ministry updates regarding the Hazardous Waste Regulation Amendments, Pre-Approvals and Revisions to Soil Vapour Technical Guidance
- 2017 Fall Workshop scheduled for November 16
 - Will be held again at Vancouver Convention Centre
 - First Call for Abstracts sent out in Spring Members Update
 - Please also submit ideas for topics in the AGM Members Survey

MOE LAND REMEDIATION CONFERENCE

- Developed the agenda for the technical stream at the Ministry's Land Remediation Conference held in September 2016.
- Presentations focused on four themes:
 1. Sustainable Remediation
 2. Emerging Toxicants
 3. Remedial Technologies
 4. Risk Assessment

CSAP PD WEBINARS

- Three PD Webinars held this past year:
 1. **Preparing** a CSAP Submission – October 2016 (68)
 - Duncan Macdonald, Paul Webb, Tara Siemens-Kennedy, Amy Sloma and Annette Mortensen
 2. **SLRA** and Groundwater Models – November 2016 (67)
 - Mark Adamson, Christine Thomas, Stephen Munzar, George Szefer and Remi Odense
 3. **Omnibus** Standards Review – March 2017 (76)
 - Michael Sloan, Colin Dunwoody, Peter Reid, Chuck Jochems, Dan Walker and Glyn Fox
- Potential Upcoming Webinar Topics:
 - Lessons Learned (Ongoing Topic)
 - Risk Conditions and PVPs, Risk Based COCs and AG11 Communications
 - Vapour Assessments
- Always looking for Webinar ideas – Contact Bob Symington

SUBMISSION MANAGER UPDATES

- Updates to Submission Manager on hold
- Need to coordinate changes with Stage 10 Amendments and expected new Instrument templates
- Speed of Submission Manager previously improved
- Upgrades to Section 4.5 (APECs and PCOCs) coming

LAST REQUEST

- Committee Volunteers – currently one to two openings
- Presentation ideas/topics for Workshops, Webinars and AGM
 - AGM Members Survey
 - Contact me or Catherine directly

DISCIPLINE

Chair: Eva Gerencher, M.Sc., P.Ag., Director



Members: Dave Newton, P.Geo.
Reg North, P.Geo., P.Eng.

Responsibilities:

The Discipline Committee acts on behalf of the Board in dealing with complaints and determining appropriate 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 assess measures for deficient submissions

- 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

2016 - 2017

- Remedial measures were assessed for three submissions found deficient by the Performance Assessment Committee.
- Committee revised the remedial measures to include an option to determine that remedial measures are not warranted.
- The Discipline Committee Guidelines are available at <http://csapsociety.bc.ca/members/discipline/>

GOVERNANCE

Chair: Tony Gillett, P. Eng. (Director)

Members: Andrea Akelaitis, LLB (Director)
Jim Malick, Ph.D., P.Ag., R.P.Bio (Past President, Past Chair)
Cindy Ott, P.Ag., Geo.L , P.Chem., (Past President)
Greg Sutherland, Ph.D., R.P. Bio., (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 including, governance principles and policies approved by the Board.

Address governance issues referred to the Committee by the Board

2016/17 GOVERNANCE COMMITTEE ACTIVITIES

- Develop/screen conflict of interest disclosure form for Directors;
- Conflict of Interest statement added to Committee ToRs;
- Updated CSAP privacy policy;
- Evaluation forms for Board and Committees;
- Policy statement regarding Parent Organizations.
- Thank you to Jim, Cindy, Greg, and Andrea who were instrumental in the success of the committee