

Site Profile Requirements for Site Decommissioning

What is site decommissioning?

Site decommissioning involves the treatment or removal of soil, or deconstruction involving equipment, buildings or storage tanks, in order to stop or reduce a significant portion of the operations at a site or to significantly change the use of a site. Examples include the permanent removal of underground fuel storage tanks or the demolition of a commercial building at a petroleum service station.

When does decommissioning trigger the submission of a site profile?

A property owner must provide a site profile to the Director of Waste Management if the owner dismantles a building or structure, or otherwise decommissions a type of site where a Schedule 2 activity has occurred, as outlined in section 40 of the *Environmental Management Act* and section 3 of the *Contaminated Sites Regulation*.

Common decommissioning activities requiring a site profile submission include decommissioning at:

- petroleum service stations (including card locks)
- sawmills and pulp mills
- forestry camps and forestry special use permit sites
- dry cleaners
- vehicle maintenance and auto body repair shops
- small engine repair operations
- landfill and waste disposal facilities

To whom should decommissioning site profiles be submitted?

Site profiles submissions triggered by site decommissioning should be sent directly to the ministry for review. While they should not be submitted to local governments, some

municipalities require demolition permits during decommissioning, which would trigger a site profile submission to the local government.

If there are any 'yes' answers in sections IV through IX of a site profile it should be submitted to a Director for assessment and a decision on the need for a site investigation. If there are all 'no' responses, the site profile should be forwarded to the Site Registrar in Victoria who will upload it directly to the Site Registry. Please refer to Administrative Guidance Document 1, "Completing and Submitting Site Profiles" for further information on completion and submission procedures for site profiles.

Are decommissioning triggered site profiles required if the site is in a local government area that has opted out?

Yes. A site owner who decommissions a site in a municipality or region that has opted out of administering site profiles is still required to submit a site profile to the ministry.

Does decommissioning an illegal drug operation trigger a site profile submission?

Yes. Illegal drug manufacturing sites would be considered a Schedule 2 activity (A9 or E11) if the drug is a controlled substance listed in the Federal [Controlled Drugs and Substances Act](#). Methamphetamine, ecstasy and marijuana are all controlled substances under that Act. Thus, if an illegal drug manufacturing operation is decommissioned a site profile must be submitted to the ministry.

What if offsite migration of contamination is discovered during decommissioning?

If decommissioning work involving site investigation or independent remediation reveals that one or more substances has migrated (or is likely to have migrated) onto a neighbouring site and is causing (or is likely causing) contamination of the neighbouring site, the owner of the neighbouring site and a Director must be notified within 15 days of the responsible person becoming aware of the situation. Please refer to Fact Sheet 34, “Requirements for Offsite Contaminant Migration” for more information.

Do I need to submit a Notification of Independent Remediation if I am decommissioning a site?

If not previously submitted, a Notification of Independent Remediation is required if site decommissioning involves remedial activities including the handling, management or treatment of contamination. Please refer to Fact Sheet 21, “Requirements for Independent Remediation” for further information.

What must I do with contaminated soil during site decommissioning?

The responsible person must ensure that contaminated soil removed from a site during decommissioning activities is disposed of in accordance with the *Environmental Management Act*. Contaminated soil can be sent to a facility preauthorized to accept soil up to maximum concentrations of substances.

If the receiving site is not authorized to accept contaminated soil, a Contaminated Soil Relocation Agreement may be required. Please see Fact Sheet 41, “Contaminated Soil Relocation Agreements” for further information.

Note: This summary is solely for the convenience of the reader. The current legislation and regulations should be consulted for complete information.

For information about site profiles, please send a message to siteprofiles@gov.bc.ca.