



City of St. Albert  
**CITY COUNCIL POLICY**

Public Works Contaminated Sites  
 Management

**AUTHORITY**  
 City Council

**APPROVED**

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**REVISED**

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## Purpose

To mitigate the environmental risks and liabilities related to ~~the City's Public Works Contaminated Sites~~.

## Policy

The City of St. Albert is committed to the environmentally responsible management of City Contaminated Sites including compliance with environmental legislation and regulations and minimizing the environmental risks and financial liabilities associated with them, ensuring the building and operating of Public Works Sites are environmentally responsible and to preventing or reducing adverse environmental impacts.

## Definitions

“City” means the municipal corporation of the City of St. Albert or, where the context so requires, the area contained within the boundaries of the municipality. ~~means the City of St. Albert.~~

“City Manager” means the Chief Administrative Officer as appointed by the Council of the City of St. Albert.

“City Owned Sites” means any property currently owned or leased by the City including any improvements or infrastructure that is used by the City for the purpose of providing a municipal service.

“Contamination” means the introduction into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard or natural background levels.

“Contaminated Site” is a site at which substances occur in concentrations that exceed the maximum acceptable amounts under an environmental standard or natural background levels.



“Environmental Management System” means the City’s ~~environmental~~ commitment to the principles of environmental management pursuant to its certification in the International Organization for Standardization (ISO) 14001:2004.

“Environmental Regulator” is a ministry or department of the Federal or Provincial government that sets and enforces environmental legislation, regulations, standards or codes of practice, including, but not exclusive to, Alberta Environment and Parks, Alberta Public Lands, Environment Canada and Fisheries and Oceans Canada.

“Environmental Site Assessment” is an investigation of a site to determine if Contamination exists that exceeds an environmental standard.

“Environmental Standard” refers to any guidelines, objectives, criteria or other kinds of limits placed on the presence or discharge of a contaminant into the natural environment.

~~“Public Works Sites” means City owned or leased property including any improvements or infrastructure that is used by the City for the purpose of providing a Public Works service.~~

“PSAB” is the Public Service Accounting Board which is an organization that serves the public interest by establishing high-quality accounting standards for the public sector entities in Canada.

“PS 3260” is a PSAB standard on how to account for and report a liability associated with the remediation of contaminated sites.

“PS 3270” is a PSAB standard on how to account for and report a financial liability associated with the closure and post-closure plans for a solid waste landfill.

“Remediation” means the improvement of a contaminated site to prevent, minimize or mitigate damage to human health or the environment. Remediation involves the development and application of a planned approach that removes, destroys, contains, or otherwise reduces availability of contaminants to receptors of concern.

## **Responsibilities**

### **1. Council shall:**

~~Council shall p~~Provide resources to ensure that ~~Public Works~~ City Owned Sites comply with applicable legislation, regulations and to assess and minimize the environmental risks and liabilities associated with ~~Public Works~~ these sSites for future generations.

### **2. The City Manager shall:**

a. ~~E~~nsure that all City Owned Sites ~~Public Works~~ Sites are designed and operated to comply with all applicable legislation ~~and~~, regulations and that ~~these~~ policies and practices are in place to minimize the environmental risks and liabilities associated with them, including contamination.



- b. The City Manager shall promote the use of Environmental Management Systems to proactively address new legislation and regulations that may affect City Owned Public Works Sites, minimize the environmental impacts of day to day operations at Public Works sites and promote continuous improvement of environmental performance. related to Public Works Sites.
- c. Require that all property or lands that are acquired, leased or disposed of by the City have completed the appropriate Environmental Site Assessments to determine if any portion of the property or lands has Contamination that exceeds an environmental standard.

## **Standards**

### **1. Legislation**

The City shall comply with all relevant environmental legislation and regulations for the acquisition, development, operations, disposal and design and management of City Owned Sites. Public Works Sites.

### **2. Public Sector Accounting Board Standards**

The City shall follow the PSAB standards related to the reporting of environmental liabilities associated with Liabilities for Contaminated Sites, PS 3260, and Solid Waste Landfill Closure and Post-Closure Liabilities, PS 3270.

### **3. 2. Industry Best Practices**

The City shall have in place aplans, programs, anddirectives and procedures to adhere to industry best practices for the acquisition, development, operations, disposal design and management of City Owned Sites. each Public Works Site. These include but are not limited to:

- a. salt management
- b. temporary snow storage and disposal sites
- c. sedimentation and erosion control
- d. water quality monitoring
- e. hazardous materials use and storage
- f. other materials common to Public Works such as fuels and lubricants

  

- a. Facilities including working areas, storage areas and satellite yards.
- b. Sand and salt storage and mixing sites.
- c. Snow storage, transfer or disposal sites.
- d. Underground and aboveground storage tanks.
- e. Waste, compost or recycling sites including materials related to residential and City waste programs.



- f. Hazardous materials storage and disposal facilities related to residential and City waste programs.

#### 4. 3. Environmental Management Systems

The City shall ensure compliance and conformance with the ISO 14001 certification requirements ~~set out in the Public Works for the City's registered~~ Environmental Management System.

- a. The ~~Public Works~~ Environmental Management System shall include procedures specifically developed to prevent or reduce the environmental impacts related to City Owned Contaminated within Public Works Sites.
- b. The Environmental Management System and related procedures shall be audited annually to ensure compliance and conformity to the ISO 14001 standards ~~therein~~.

#### 5. 4. Reporting

The City shall report:

- a. Annually to the required authorities for the purpose of fulfilling the legislated requirements and standards within this Policy. Any environmental releases immediately to the appropriate Environmental Regulator as per the regulations or standards.
- b. Any newly discovered contamination on City Owned Sites to the appropriate Environmental Regulator as per the regulations or standards.
- c. Any environmental monitoring data to the appropriate Environmental Regulator annually, or as required, for the purpose of fulfilling the legislated requirements and standards for City Owned Contaminated Sites.
- d. Any contravention related to this policy to Council on a per incident basis.

#### 6. 5. Non-City Owned Property

The City shall not conduct Environmental Site Assessments or Remediation on non-City owned property unless:

- a) The property has been contaminated as a direct result of the City's current or past activities, as evidenced by independent investigation and testing;
- b) Contamination of the non-City owned property directly impacts or has the potential to impact City-Owned property; or



c) The non-City owned property is being considered through the City planning and development process and has the potential to impact future development. In this case, the City will require the applicants to complete appropriate Environmental Site Assessments and Remediation to the Environmental Regulator's and the City Manager's satisfaction.

In the case of non-City owned property that has been contaminated as a direct result of the City's current or past activities, as evidenced by independent investigation and testing, management of such liabilities shall, where practicable, proceed in accordance with this Policy.

**Legal References:**

Municipal Government Act

Canadian Environmental Protection Act

Canadian Fisheries Act

Alberta Environmental Protection and Enhancement Act

Alberta Public Lands Act

Alberta Water Act

**Cross References:**

Municipal Development Bylaw 15/2007

Land Use Bylaw 9/2005

C-EUS-01 Environmental Sustainability Policy

C-ED-03 Land Transactions Policy

C-P&E-11 Corporate Land Management Policy

ISO 14001 Standard (2014)

PSAB 3260 Liabilities for Contaminated Sites

PSAB 3270 Solid Waste Landfill Closure and Post-Closure Liabilities

