

## *Fact Sheet*

### *Administrative Fees Contaminated Site Remediation Reports*

#### **Background:**

The Department of Environment and Labour will be recovering part of the costs associated with the administration of contaminated site remediation reports submitted to the Department effective October 1, 2004. Fees are different depending on the type of Remediation Report. Descriptions of Remediation Report file types can be found in the Ministerial Fee Directive attached to this Fact Sheet.

#### **Implementation:**

The Fees **only** apply to Remediation Reports submitted on or after **October 1, 2004**. Remediation Reports are written submissions to the Department that describe remedial activities on and off a site, including reports that document risk assessment, site management or site remediation (whether or not active site remediation was necessary). Reports shall be submitted to the applicable Regional or District office of the Department with the applicable Fee payment enclosed, made payable to the Minister of Finance. Reports will not be accepted without full payment of the applicable fee. The Department has a Remediation Report Submission and Fee Determination Procedure to use when submitting Reports which is attached to this Fact Sheet. Incomplete or draft reports will be rejected and full submission fees will apply upon re-submission.

#### **Questions?**

- ***What are the fees for, and why are they different for various types of sites?***

The fees are administrative charges associated with file handling *and initial screening* by technical staff to ensure that all basic requirements of the Department have been met. Fees are higher for more complex sites due to additional screening requirements based upon the site sensitivity, risk-based approaches and third party notification requirements.

- ***What submissions do not require fees?***

Fees **do not** apply to the following;

- ▶ Remediation Forms or Records of Site Condition submitted by Certified Clean up Contractors for domestic oil spills

- ▶ Environmental site assessment reports provided to the Department
- ▶ Remedial action plans provided to the Department
- ▶ Pollution incident reports of spills and release of substances
- ▶ Soil and water analytical results provided to the Department

- ***What submissions do the fees apply to?***

The fees apply to Remediation Reports submitted to the Department pursuant to the following programs when the expected outcome is formal acceptance by the Department.

- ▶ The Guidelines for the Management of Contaminated Sites
- ▶ The Domestic Fuel Oil Spill Policy
- ▶ Remediation Reports completed using Canada Wide Standards, CCME Environmental Quality Guidelines, or the Atlantic Risk Based Corrective Action toolkit and program
- ▶ Remediation Reports submitted as required under Ministerial Orders or after environmental emergency remediation clean-ups

**Additional Questions?**

Please contact your local Regional or District office Department representative at one of the office locations listed in the attached document.