

NRCB Monitoring Review Team Terms of Reference

1. BACKGROUND

In 2007/08, the NRCB developed and put into implementation an environmental risk screening tool to provide transparent and consistent evaluations of potential environmental risk to groundwater and surface water at confined feeding operations in Alberta. In 2013, the NRCB implemented an Internal Directive – NRCB Water Data Management Process for Confined Feeding Operations to outline how water data is collected, recorded, and treated.

To ensure as much consistency as possible, a technical team comprised of staff from the NRCB was established (the Monitoring Review Team [MRT]). The MRT reviews file information on confined feeding operation (CFO) facilities that have been scored as potential moderate or high risk using the risk screening tool and/or that have monitoring conditions (e.g., leak detection monitoring and/or water well monitoring), and makes recommendations to the responsible File Manager. The recommendations include monitoring requirements, data interpretation, and potential follow-up action to address any potential environmental risks to groundwater and surface water quality. With the input and recommendations from the MRT, the File Manager decides on appropriate follow-up actions.

2. MANDATE

The mandate of the MRT is to review the information for each CFO facility, including any completed risk screening, historical leak detection monitoring or water well monitoring results, and other relevant site specific information, and recommend monitoring requirements, assist with data interpretation, and/or recommend follow-up action to address any potential risks to groundwater or surface water quality at each facility. The MRT will determine recommended follow-up action (e.g., monitoring requirements) and consult with the File Managers to facilitate appropriate and consistent decisions regarding monitoring requirements and potential actions.

The MRT will:

- Review the information available for each facility.
- Obtain input from the File Manager and others as required.
- Assess and interpret the information.
- Recommend monitoring requirements and/or follow-up action(s) for each facility (i.e., whether monitoring requirements should be enhanced, reduced, suspended, or continued to reflect the analysis of historical monitoring data and potential risk).
- Identify and determine, with the assistance of the File Manager, what can potentially be done at each facility to mitigate or reduce the potential level of risk as applicable. This might include decommissioning of water wells, potentially requiring the installation of liners in manure storage facilities, etc.
- Discuss the recommendation with the File Manager and obtain agreement with respect to the recommendation.

3. COMPOSITION

The MRT will be represented by Applications, Compliance, and Sci-Tech, and is chaired by a Sci-Tech Senior Environmental Technical Specialist.

4. RESPONSIBILITIES OF MEMBERSHIP

The members of the MRT are expected to:

- Strive towards consistent, objective, and risk based recommendations;
- Respect the information and viewpoints of other members of the MRT, File Managers, and others involved; and
- Ensure the process for making recommendations is transparent and the rationale for recommendations is documented.

5. OPERATIONS OF THE MONITORING REVIEW TEAM

- The Chair will convene the MRT at the request of File Managers to review files which have been scored as potentially moderate or high risk for groundwater, using the risk screening tool, and/or which have monitoring (leak detection and/or water well) requirements and results which may need to be reviewed, and provides assistance with data interpretation and recommendations for follow-up actions. If agreed on by the Chair and File Manager, the entire MRT may not convene for all file reviews.
- The MRT meetings will be coordinated so that the File Manager for the respective files can be in attendance when the file is being reviewed and recommendations are discussed.
- If information is unavailable when reviewing files, or if questions relating to details about the site are raised and unable to be addressed, the review will be put on hold pending the provision of that information or confirmation that the information is not available.
- The recommendations, and rationale as required, regarding changes to groundwater monitoring requirements or follow-up actions required to address environmental risk will be documented.
- The agreement of the File Manager regarding recommended groundwater monitoring requirements and/or follow-up action(s) required to address potential environmental risk will be recorded.
- The File Manager is responsible for follow-up with the operator and other activities.

6. TIMEFRAME

It is anticipated that the MRT will meet as required at the call of the Chair. Meeting frequency will be dependent on the number of files requesting/requiring review.

7. MEETING LOCATION

MRT meetings will be held where possible in the File Managers' regional office.