

File Search Process Frequently Asked Questions

What is the environmental file search process?

The department will search property records for environmental information. You can request a file search through the following links:

English - <https://forms.gov.mb.ca/environmental-file-search/>

French - <https://forms.gov.mb.ca/environmental-file-search/index.fr.html>

If you have any questions or would like an alternative method to submit your request, please contact EnvFS@gov.mb.ca or 204-945-8321.

What type of information will I get from an environmental file search?

The response will indicate:

- if the department has a file for the property and its status
- the status of any licences or permits issued under [The Environment Act](#) or [The Dangerous Goods Handling and Transportation Act](#), hazardous waste generator registrations, hazardous waste receiver licences, petroleum storage permits, confined livestock areas and manure storage facility registrations, or designated contaminated or impacted sites defined by [The Contaminated Sites Remediation Act](#); and
- if any orders or emergency notices have been issued for that property.

Can I see the contents of the physical file?

You can request to see the physical file once the search is over by contacting the Environment Officer shown on your Environmental File Search Report. Some information may not be available to protect people's privacy. For more information about Manitoba's privacy safeguards, please see [The Freedom of Information and Protection of Privacy Act \(FIPPA\)](#).

How long does a file search take to complete?

An environmental file search can take up to 30 calendar days to process.

How much does a file search cost?

A file search costs \$126.00 (\$120.00 + \$6.00 GST), payable online by credit card (Visa and MasterCard) only.

How does the department search for the information?

The department will search electronic records using the address information you provide.

How should I provide the address of the property I want searched?

Please provide all address information available, including a civic address and legal land description. The department's system does not allow searches by title number. For further information on legal land descriptions, please see [Manitoba Assessment Online](#).

File Search Process Frequently Asked Questions

What if I want a range of addresses searched?

Each property title must be submitted as a separate search. Address ranges (e.g., 10 – 30 Anywhere Street) may or may not be part of one property title. If a range of addresses has many property titles, you must submit separate request for each title. Please see [Manitoba Assessment Online](#) to determine what property ranges are included in a title.

What about searches for difficult-to-describe locations like unorganized territories or activities that span large areas (railways, highways, etc.)?

Provide the best description possible of the location and information you are seeking. The environmental file search form includes fields for GPS coordinates that can be used for areas without a civic address or legal land description.

Does a property owner have to consent to a file search?

No, yet some information may be subject to the privacy provisions outlined in [FIPPA](#).

Can a third party consent to the release of information that contains private information under FIPPA?

Yes, FIPPA allows a third party to consent to disclose private information protected under FIPPA. The department requires consent to be submitted in writing as part of the file search request. The document providing consent can be emailed to EnvFS@gov.mb.ca with a clear reference to the property location.

Is other information available outside of the file search process?

The department has various public-facing data sources, including:

The Public Registry with environmental licensing information

<http://www.gov.mb.ca/sd/eal/registries/index.html>

Registered Manure Management Plans

<http://www.gov.mb.ca/sd/eal/registries/5908.00livestockreg/index.html>

Livestock Map showing issued construction permits, manure management plans, ordered drains, and Environment offices

https://www.gov.mb.ca/sd/waste_management/livestock_program/livestockmap.html

Permitted Petroleum Storage Operations

https://www.gov.mb.ca/sd/environment_and_biodiversity/petroleum_storage/index.html

List of all designated contaminated, impacted and all sites in Manitoba

https://www.gov.mb.ca/sd/waste_management/contaminated_sites/index.html

File Search Process Frequently Asked Questions

Groundwater Well Information

Manitoba Agriculture has information on groundwater wells and groundwater water level information in the province. This includes well locations, stratigraphy, and well construction. Please send information requests to groundwater@gov.mb.ca.

Whom should I contact if I have further questions?

If you have any further questions, please contact EnvFS@gov.mb.ca or 204-945-8321.