

# Final Minutes



## Ambient Monitoring Strategic Planning Team Meeting #26

**Date:** Tuesday June 12, 2007

**Time:** 9:30 – 3:30

**Place:** TransAlta, Calgary Alberta

10035 108 ST NW FLR 10  
EDMONTON AB T5J 3E1  
CANADA

Ph (780) 427-9793  
Fax (780) 422-3127  
Email [casa@casahome.org](mailto:casa@casahome.org)  
Web [www.casahome.org](http://www.casahome.org)

### In attendance:

| Name             | Organization   |
|------------------|--|
| Bettina Mueller  | Alberta Environment  |
| Bob Myrick       | Alberta Environment  |
| Brian Wiens      | Environment Canada   |
| Brian Free       | CASA   |
| Ian Peace        | RAPID  |
| Ken Omotani      | TransAlta Utilities  |
| Kevin Warren     | Parkland Airshed Management Zone                               |
| Kim Sanderson    | CASA   |
| Merry Turtiak    | Alberta Health and Wellness                                    |
| Roxanne Pettipas | ConocoPhillips Canada / Canadian Assoc. of Petroleum Producers |

### Regrets:

| Name                 | Organization  |
|----------------------|---|
| Chris Severson-Baker | Pembina Institute                                       |
| David McCoy          | Husky Oil / Canadian Association of Petroleum Producers |
| David Spink          | Prairie Acid Rain Coalition                             |
| Findlay MacDermid    | RAPID   |
| James Vaughan        | Alberta Energy and Utilities Board                      |
| Keith Murray         | Alberta Forest Products Association                     |
| Mike Pawlicki        | Lafarge Canada Inc.                                     |

### Action Items:

| Task   | Who              | When          |
|--|------------------|---------------|
| 9.2: Load team information to the CASA website and provide the working group with access information.  | Brian Free       | ASAP          |
| 18.8: Compile a short document that cross-references workshop questions to sections of the report where these questions are addressed, or to other documents as appropriate. | Brian Free       | June 30       |
| 24.1: Circulate AENV's document on siting criteria to the team.  | Bettina Mueller  | ASAP          |
| 25.11: Brian Wiens will draft text on Data Quality Objectives for discussion at the next meeting.  | Brian Wiens      | June 12       |
| 26.1: Update the Team's work plan with major milestones and circulate to the Team.   | Brian Free       | Next meeting  |
| 26.2: Follow-up with industry reps to emphasize importance of support for group meetings   | Roxanne Pettipas | Next meeting. |
| 26.3: Ian Peace will provide Kim Sanderson with a sentence or three to include in the Framework Introduction to explain the  | Ian Peace        | Next meeting  |

## Final Minutes

| Task  | Who                 | When         |
|---|---------------------|--------------|
| need and importance of ambient air monitoring.  |                     |              |
| 26.4: Bettina will advise Kim Sanderson on how to ensure consistency in how the objectives are presented throughout the Team's reports.                 | Bettina Mueller     | Next meeting |
| 26.5: Bettina will provide Kim with some suggested wording for Section 3.3.2. on funding the new system.  | Bettina Mueller     | Next meeting |
| 26.6: Bettina will email Neil Cape to clarify his understanding of the "strategic" components he will be addressing.                                    | Bettina Mueller     | Next meeting |
| 26.7: Bettina will provide wording for an additional task to be added to Neil Cape's terms of reference. To be forwarded to Bob Myrick and Brian Wiens. | Bettina Mueller     | Next meeting |
| 26.8: Workshop Committee will meet and discuss initial planning and give update to team   | Roxanne, Ian, Brian | Next meeting |
| 26.9: Brian will research the format and list of invitees of last year's workshop as a starting point for workshop development.                         | Brian Free          | June 20      |
| 26.10: Brian Free will circulate the hybrid model to the OSC for their consideration.   | Brian Free          | July 30      |
| 26.11: Ian Peace will organize the 11 objectives under his suggested categories for the Team's consideration.   | Ian Peace           | Next meeting |
| 26.12: Bob Myrick will provide a draft map of the new and improved monitoring network for the Team's consideration.                                     | Bob Myrick          | Next meeting |
| 26.13: Bob Myrick offered to send Brian Wiens a short powerpoint that Brian might adapt for the Coordination Workshop.                                  | Bob Myrick          | ASAP         |

Roxanne Pettipas convened the meeting at 9:50am.

### 1 Administration

#### a) Introductions

#### b) Approve agenda and meeting purpose.

- The agenda and meeting purpose were reviewed and approved.

#### c) Approve minutes from Meeting 24 -May 7.

- The Minutes had been reviewed at the last meeting on May 30, with some minor corrections made. However, they had not been approved because a quorum was lacking. They were approved today.

#### d) Approve minutes from Meeting 25 -May 30.

- The Minutes were reviewed and the following corrections made:

Item 1b: Although Bettina's responsibilities at AENV have changed, she remains a valued member of the Team.

Item 5. Spelling – Wiens (never whines!)

Action 25.4 – Environment Canada's need for real-time data is for forecasting, not SOE reporting.

## Final Minutes

- With these corrections, the Minutes were approved.
- A question was raised about the existing work plan for the Team. Brian Free agreed to update and circulate the work plan.

**Action Item 26.1: Brian Free will update the Team’s work plan with major milestones and circulate it to the Team.**

### e) Review Action Items from the May 30 meeting.

| Task   | Status         |
|--|----------------|
| 9.2: Load team information to the CASA website and provide the working group with access information. <ul style="list-style-type: none"> <li>• Discussed need to have documents available on the CASA website. Agreed to set up a Team workspace for reference documents and links.</li> </ul>   | Carry forward. |
| 18.8: Compile a short document that cross-references workshop questions to sections of the report where these questions are addressed, or to other documents as appropriate.   | Carry forward. |
| 21.1: Consult with AENV regarding any regulatory policy requirements that should be included in the strategic plan, and report back to the team on his discussions.  | Done.          |
| 21.5: Bettina Mueller will contact the US EPA to learn more about the work they are doing on air monitoring network design.  | Done.          |
| 23.2: A document will be created to house the suggestions from the Operations Steering Committee. <ul style="list-style-type: none"> <li>• Brian Free to circulate the document.</li> </ul>  | Done.          |
| 24.1: Circulate AENV’s document on siting criteria to the team. <ul style="list-style-type: none"> <li>• Re-assigned to Bettina.</li> </ul>  | Carry forward. |
| 24.5: Brian Wiens will forward the url for the EPA site researched in action 21.5 to Brian Free for distribution to the team.  | Done.          |
| 24.9: Bob will provide text to complete the section on Data Information Systems to Kim.  | Done           |
| 25.1: Brian Free will talk to Roxanne regarding attendance and involvement by industry members to confirm their interest in participating on the team and ensure they are actively engaged. <ul style="list-style-type: none"> <li>• Roxanne offered to approach industry reps for alternates</li> </ul> <p><b>Action 26.2:</b> Follow-up with industry reps to emphasize importance of support for group meetings</p> | Done.          |
| 25.2 Brian Free will confirm Team membership changes and update the membership list. <ul style="list-style-type: none"> <li>• Updated membership list circulated at the meeting.</li> </ul>  | Done.          |
| 25.3: Bob Myrick and Brian Wiens will draft terms of reference for contracts with Neil Cape based on his email to David Spink and circulate to the team.   | Done.          |
| 25.4: Brian Wiens will draft a paragraph on Environment Canada’s need for real-time data related air quality forecasting.  | Done.          |
| 25.5: Bob Myrick will find out what AENV’s policy is with respect to securing municipal funding for air monitoring. <ul style="list-style-type: none"> <li>• Bob reported that the Alberta government has a responsibility to ensure that</li> </ul>   | Done.          |

## Final Minutes

| Task  | Status        |
|---|---------------|
| <p>adequate monitoring is in place. However, Bettina explained that there is no set policy about securing funding from affected municipalities. It is decided on a case-by-case basis.</p> <ul style="list-style-type: none"> <li>Merry explained that AB Health &amp; Wellness does not have an ongoing budget item for funding air monitoring. Funding is provided for specific monitoring projects.</li> <li>Agreed this is an important item. A team recommendation could be considered – that AENV pick up the tab, if municipalities don't contribute funding.</li> </ul> |               |
| 25.6: Bob Myrick will draft text for Section 3.2 on the proposed hybrid system management option to describe the mandate and role for the new multi-stakeholder committee.  | Done          |
| 25.7: Bob Myrick will add the Environment Canada contribution to the capital cost for ambient monitoring for NAPS to the table and pie chart in Section 3.3.1.  | Done          |
| 25.8: Bob Myrick will create pie charts for both capital and operating costs for Section 3.3.1.   | Done          |
| 25.9: Brian Free will consult with Matthew Dance about text to go with Figure 5 in the May 22 draft strategic plan.   | Done          |
| 25.10: Bob Myrick will forward text for the following sections to Kim: <ul style="list-style-type: none"> <li>S 1.1 on why the 1995 plan was not fully implemented</li> <li>S 3.4 on Data and Information System Management</li> <li>S 5.4, the Responsibilities Table</li> </ul>   | Done          |
| 25.11: Brian Wiens will draft text on Data Quality Objectives for discussion at the next meeting.   | Carry forward |
| 25.12: Brian Free will compile a list of all recommendations in one document, noting the section of the document where they might fit, for discussion at the next meeting.  | Done          |

## 2 Overview of AMSP team reports

### Framework

- The title of Section 3.3 should specify that these are “Monitoring” Objectives.
- Ken Omotani drew attention to Objective 1. The team confirmed the current wording.
- Ian proposed that some strong, clear language is needed at the very beginning to explain the need and importance of air monitoring to the lay audience. It is currently buried in the middle of the report.

**Action Item 26.3: Ian Peace will provide Kim Sanderson with a sentence or three to include in the Framework Introduction to explain the need and importance of ambient air monitoring.**

- Ian suggested that the objectives needed to be categorized to make them more easily understood. He suggested three categories: What we need to monitor; How we monitor; and What we do with the data? No changes were made in the framework, but an action item came out of the later discussion of the Implementation Plan

### Strategic Plan

## Final Minutes

- It was also noted that the objectives listed in other parts of our documents are incomplete or inconsistent. Bettina offered to help straighten this out.

**Action Item 26.4: Bettina will advise Kim Sanderson on how to ensure consistency in how the objectives are presented throughout the Team's reports.**

- In Section 1.3, the lack of funding should be added as a factor in the failure to fully implement the 1995 strategic plan.
- In Section 3.3.2 Funding the New Air Monitoring System (page 14), it was agreed that further clarification is needed for the four bullets. Bettina offered to provide some wording.

**Action Item 26.5: Bettina will provide Kim with some suggested wording for Section 3.3.2. on funding the new system.**

- In Section 3.4.1 The CASA Data Warehouse, revisions to the recommendation about mandatory submission of data were suggested to identify the monitoring "entities".

"... that ~~all entities~~ *airsheds* collecting ambient air quality monitoring data in Alberta be required to submit this data to the CASA Data Warehouse *within a certain time period.*"

## Lunch

- Roxanne suggested a re-ordering of the afternoon agenda. Agreed.

## 3 Expert Input – the Neil Cape contract

- Bettina offered some suggestions for the Terms of Reference;
  - Second paragraph appears to limit consideration to background and transborder air quality. Too restrictive.
  - Need to clarify what Neil Cape means by "strategic". Bettina offered to find out.
  - Bettina suggested an additional point that Dr. Cape consider a risk-based approach for Alberta's air monitoring system.

**Action Item 26.6: Bettina will email Neil Cape to clarify his understanding of the "strategic" components he will be addressing.**

**Action Item 26.7: Bettina will provide wording for an additional task to be added to Neil Cape's terms of reference. To be forwarded to Bob Myrick and Brian Wiens.**

- Kevin suggested that an actual map of the monitoring locations recommended by Neil Cape be added as a deliverable.
- AENV will be contributing \$15,000. and Environment Canada will be contributing \$10,000. Bob and Brian W. explained that the tasks will be split between two contracts, with AENV covering 3/5 and EC covering 2/5.
- The Team gave its approval to proceed with the contracts.

# Final Minutes

## 4 Stakeholder Consultations

### Stakeholder Workshop

- Roxanne Pettipas, Ian Peace and Brian Free agreed to form a committee to organize the November stakeholder workshop.
- As last year's workshop was quite successful, we will use a similar approach for the next one.
- The same people will be invited. Team members will consider whether any others need to be invited.
- Roxanne offered the Conoco-Phillips auditorium as the venue, however, we may hold the workshop in Edmonton.

**Action Item 26.8: Workshop Committee will meet and discuss initial planning and give update to team at the next meeting.**

**Action Item 26.9: Brian will research the format and list of invitees for last year's workshop as a starting point for workshop development.**

### Operations Steering Committee

- The OSC is a key stakeholder, as their future will be affected directly by the Ambient Monitoring Strategic Plan.
- Agreed to ask them about their current role and 1995 strategic plan. What is working, what's not working? Why have they not fulfilled their terms of reference. What advice can they provide regarding the management of the proposed air monitoring system?
- The proposed "hybrid model" should be circulated to them for their discussion and feedback.

**Action Item 26.10: Brian Free will circulate the hybrid model to the OSC for their consideration.**

## 5 Implementation Plan

- Went around the table to get comments from team members.

### General comments

- Key areas of interest include
  - the priorities for monitoring, such as areas with high populations
  - Data quality objectives
  - Multi-stakeholder Implementation Committee
- Be clear with respect to the "Alberta Government" versus "Alberta Environment".
- What are the siting criteria? (Technical criteria are in the current Air Monitoring Directive).
- A critical piece will be the assessment of priorities to produce the final "dots on the map".
- The recommendations need to be strong and clear, not wishy-washy.

### Specific comments

- In reviewing the table of contents, it was suggested that Neil Cape's work could be added as Section 2.6
- Rename Section 2.2 as Existing Monitoring by Alberta Environment.

## Final Minutes

- Section 2.3 on Compliance Monitoring by Industry – third paragraph needs further explanation, noting that requirements for facility compliance monitoring are decided on a case-by-case basis by a Director of Alberta Environment.
- In Section 2.4 on Monitoring by Airshed Zones, need to clarify that some emissions are only of local concern because the contaminant is not transported very far, e.g. HF. Other emissions, like mercury, are transported long distances and have provincial and national relevance.
- Third paragraph: delete “... in major population centers freeing up Alberta Environment resources and staff to perform other tasks”
- In the list of airsheds on page 7, we should list all 9 airshed zones, adding Calgary Regional Airshed Zone and Alberta Capital Airshed Alliance.
- In the next paragraph, add a point re interpretation of air quality data to create useful information.
- For Section 3 on Network Monitoring Objectives, Ian Peace will organize them into three categories.

**Action 26.11: Ian Peace will organize the 11 objectives under his suggested categories for the Team’s consideration.**

- For the Section 3.2 on Population-based Monitoring, it was suggested that we consider renaming this to refer to Human Health, as that more accurately describes its purpose.
  - Discussed the recommendation about “hotspots” in Section 3.2. Agreed that hotspots have already been identified. Need to explain the value in monitoring air quality in these cases to provide input to urban planning and transportation planning.
  - In Section 3.4 there is a recommendation directed at our own team. It should be directed to the airsheds and Government of Alberta;
- Recommendation: The ~~Ambient Monitoring Strategic Plan project team~~ [airsheds and Government of Alberta](#) use objective analysis to design an ambient monitoring network for ozone, its precursors and products, for the area of central Alberta assigned to the management plan action level.
- Also noted that this recommendation and the next one both refer specifically to “central Alberta”. Although the intention is to refer to the general Edmonton-Red Deer-Calgary region, it may appear to target the Parkland Airshed Management Zone.
  - The Section 5 on decision tools and decision-making process may not be needed in the report, but will be of interest to the Multi-stakeholder Implementation Committee.
  - Section 8 is being held for a map of the monitoring network. Our team needs to produce such a map, and then modify it, based on Neil Cape’s advice. Bob indicated that he has done some work on such a map.

**Action Item 26.12: Bob Myrick will provide a draft map of the new and improved monitoring network for the Team’s consideration.**

## 6 CASA update

- The CASA Board meeting is being held in Red Deer on June 21. A Coordination Workshop is being held the day before. The purpose of the workshop is to allow CASA stakeholders to learn about the activities of various project teams and consider how they might inter-relate with each other.

## Final Minutes

- Brian Free asked for a member of the team to present a 10-minute update at this workshop on the work of this team. Brian Wiens happily volunteered.

**Action Item 26.13: Bob Myrick offered to send Brian Wiens a short powerpoint that Brian might adapt for the Coordination Workshop.**

## 7 Next Meeting

The next meeting will be **June 27** in Edmonton at the CASA offices. The existing drafts will be used; Framework and Strategic Plans - June 5 draft, Implementation Plan – May 22 draft.

The following meeting will be on **August 9** in Calgary.

Brian will poll members to confirm these dates.

Thanks were offered to Ken Omotani of TransAlta for hosting this meeting. The meeting adjourned at 3:30 pm.