

# Final Minutes



## Ambient Monitoring Strategic Planning Team Meeting #40

Date: Thursday, September 11, 2008

Time: 10:00 am to 3:30 pm

Place: CAPP Offices, 2100, 350 – 7<sup>th</sup> Avenue S.W., Calgary

### In attendance:

Name	Stakeholder group
Kerra Chomlak	CASA
Linda Jabs	CASA
Bob Myrick	Alberta Environment
Ian Peace	Residents for Accountability in Power Industry Development (by phone)
Krista Phillips	CAPP
Kevin Warren	Parkland Airshed Management Zone
Chris Severson-Baker	Pembina Institute
Brian Wiens	Environment Canada

### With regrets:

Name	Stakeholder group
Keith Murray	Alberta Forest Products Association
Ken Omotani/ Angela Ball	TransAlta Corporation
Roxanne Pettipas	ConocoPhillips/ CAPP
Michael Bisaga	Alberta Airsheds
David Spink	Prairie Acid Rain Coalition
Mike Zemanek	Alberta Health and Wellness

### Action Items:

Action items	Who	Due Date
33.9: Team representatives will brief the new Deputy Minister about informing the minister about the AMSP and funding.	TBA	November
38.1: Bob will report back to this team on what the proposed CFO monitoring program might look like and any potential implications for the AMSP team.	Bob Myrick	October
38.3: Kerra will confirm if Mike Pawlicki is still an alternate on the team.	Kerra Chomlak	October
38.4: Kerra will check with urban and rural municipal board members about how they want to participate with this team.	Kerra Chomlak	October
38.5: Bob will provide additional details behind the numbers in the pie chart, and better define the stations that are included in each section.	CASA to send to team	October
38.6: The team will develop clear language for the key definitions of the types of monitoring e.g., fenceline.	Costs Subgroup	October
38.10: Bob will put the Cape report through the AENV release process by Sept 30, and advise Kerra when it has been officially released so it	Bob Myrick	October 15

<b>Action items</b>	<b>Who</b>	<b>Due Date</b>
can be posted on CASA website. It will clearly be marked "draft."		
39.2: All AMSP team members should talk to their sectors to encourage them to support air monitoring as part of the new Clean Air Strategy. Merry and Mike will champion with the CAS team the idea of ambient monitoring being an important part of the CAS, and that the CAS is an opportunity to secure support for long-term funding for monitoring. The intent is to raise the profile of ambient monitoring within the CAS, as it is relevant to all four contemplated strategic directions. If the CAS indicates the need for a comprehensive air monitoring network, the AMSP will be in place to respond.	Merry Turtiak, Mike Zemanek	ongoing
39.4: CASA will draft some key messages related to release of the Cape report for discussion at the next meeting.	CASA Secretariat	October
39.6: Bob Myrick will test the proposed recommendations with AENV.	Bob Myrick	October
39.8: Kerra will check the files to see if the final workshop report and a cover note were sent out to participants. (See Action item 40.1)	Kerra Chomlak	October
40.1 Workshop subgroup to achieve consensus on key messages from Workshop report and draft a cover letter/memo to be sent to Workshop participants along with a copy of the Workshop report.	Workshop subgroup Linda Jabs	October
40.2 Linda Jabs to send out Executive Summary and Table of Contents from the Cape report for team review and comment by September 19, 2008	Linda Jabs	Sept 19
40.3: Team members are to test Scenario 3(b) with their particular Stakeholder groups and report back their findings to the October AMSP meeting.	Team members	October
40.4: The Costs Subgroup is to take Scenario 3(b) and flesh it out to establish what the current costs are, what the future costs will be and come up with a delta that will address the transition.	Costs Subgroup	October
40.5: Bob to check on the political saleability of a clean air fund.	Bob Myrick	October
40.6: CASA to set-up a meeting for the Implementation sub-group to meet. By next AMSP meeting they will have a report.	Linda Jabs	October
40.7: CASA to arrange a face-to-face Workshop Subgroup meeting to finish reviewing and categorizing the remainder of the Workshop Report and Feedback Summary and report back at the next meeting. As an agenda item, the subgroup is to agree by consensus on what will be included in the cover letter to workshop participants, i.e. key themes and here is how it will be addressed.	Linda Jabs	October
40.8: Bob Myrick to determine if and when we can provide a progress report to Alberta Environment.	Bob Myrick	October

## **1 Welcome and Introductions**

Bob convened the meeting at 10:15 am.

Kerra introduced Linda Jabs, who officially started with CASA on September 2 and will be transitioning with Kerra to become the Project Manager for this team. Introductions were made around the table.

## 2 Administration

### a. Approve agenda and meeting purpose

Bob reviewed the agenda and meeting purpose; two additions were made to the agenda. A discussion of the Roles and Responsibilities document from Alberta Environment will be deferred until the October meeting. A letter from the MD of Bighorn re the Clean Air Strategy and the response from Alberta Environment and a discussion on the Work plan for the coming months will be discussed under Other Business. The revised agenda and meeting purpose were approved.

### b. Approve minutes from Meeting #38 (June 18) – revisions only and minutes from Meeting #39.

The minutes from both Meeting #38 (June 18) and Meeting #39 (August 14) are approved.

### c. Review action items from Meeting #39 – August 14

Action items	Status
33.9: Team representatives will brief the new Deputy Minister about informing the minister about the AMSP and funding.	TBA – November 08
38.1: Bob will report back to this team on what the proposed CFO monitoring program might look like and any potential implications for the AMSP team.	Bob Myrick – Almost complete and will be finalized in the next two weeks – need info on H <sub>2</sub> S and VOC
38.2: Merry and Mike will champion with the CAS team the idea of ambient monitoring being an important part of the CAS, and that the CAS is an opportunity to secure support for long-term funding for monitoring. The intent is to raise the profile of ambient monitoring within the CAS, as it is relevant to all four contemplated strategic directions. If the CAS indicates the need for a comprehensive air monitoring network, the AMSP will be in place to respond.	Merry Turtiak, Mike Zemanek The group agreed that this was similar in scope to 39.2 and that the two action items should be amalgamated. Ambient monitoring is a key component of the CAS.  Ongoing
38.3: Kerra will confirm if Mike Pawlicki is still an alternate on the team.	Kerra Chomlak. Item carried forward
38.4: Kerra will check with urban and rural municipal board members about how they want to participate with this team.	Kerra Chomlak Item carried forward. Municipalities are part of airsheds and they are also clients/users of the monitoring information. Through a funding mechanism, they may be involved in the future.
38.5: Bob will provide additional details behind the numbers in the pie chart, and better define the stations that are included in each section.	Bob Myrick Bob has adjusted and updated the pie chart. CASA to send to team.
38.6: The team will develop clear language for the key	Costs Subgroup

Action items	Status
definitions of the types of monitoring e.g., fenceline.	Item carried forward. This will be discussed at the next Costs Subgroup meeting.
38.7: Bob will forward the GOA's policy development process to the team.	Bob Myrick
38.8: The Costs Subgroup will work up the costs and descriptions for the various scenarios	Costs Subgroup Item carried forward.
38.10: Bob will put the Cape report through the AENV release process by Sept 30, and advise Kerra when it has been officially released so it can be posted on CASA website.	Bob Myrick The report is still on schedule for release. A disclaimer should be put into the report to the effect of "CASA not necessarily endorsing what is in the report." Carried forward.
38.11: Bob will go through the November draft of the report and make all the revisions he feels are needed to update the document based on recent discussions.	Bob Myrick Amalgamate with 39.7 and carry forward.
39.1: Krista will draft some new text to add to the minutes of meeting 38 and circulate to the team.	Krista Phillips Item complete and Meeting #38 minutes finalized.
39.2: All AMSP team members should talk to their sectors to encourage them to support air monitoring as part of the new Clean Air Strategy. (See also action 38.2)	Team members Amalgamated with 38.2 and will carry forward.
39.3: Kerra will distribute a list of CAS team members to the AMSP team.	Kerra Chomlak Item carried forward.
39.4: CASA will draft some key messages related to release of the Cape report for discussion at the next meeting.	CASA Secretariat Item carried forward
39.5: Brian Wiens will do a first draft of an implementation plan by August 15, and email to Bob Myrick, Chris Severson-Baker, and either Kevin Warren or Michael Bisaga to review and comment by Aug. 22, then prepare a second draft by Sept. 4.	Brian Wiens, Bob Myrick, Chris Severson-Baker, Kevin Warren or Michael Bisaga Ongoing items should be incorporated and the whole process accelerated.
39.6: Bob Myrick will test the proposed recommendations with AENV.	Bob Myrick Item carried forward to next meeting.
39.7: Bob Myrick will finish the changes to the draft AMSP report and forward to Kim to edit.	Bob Myrick Item completed and amalgamated with 38.11 and carried forward.
39.8: Kerra will check the files to see if the final workshop report and a cover note were sent out to participants.	Kerra Chomlak Workshop subgroup to achieve consensus on key messages from Workshop report and provide to AMSP, with a copy of the report and a cover note sent to workshop participants.
39.9: Kerra will organize a teleconference for the Workshop Feedback Subgroup.	Kerra Chomlak Completed on September 3.

**Action 40.1: Workshop subgroup to achieve consensus on key messages from Workshop report and draft a cover letter/memo to be sent to Workshop participants along with a copy of the Workshop report.**

**d. CASA Update**

The Clean Air Strategy public consultation is underway, with several town hall meetings planned.

### **3 Neil Cape Report**

- a. Krista will debrief Roxanne.
- b. Comments on the Cape report will be accepted until Friday, September 19, 2008.

**Action 40.2 Linda Jabs to send out Executive Summary and Table of Contents from the Cape report for team review and comment by September 19, 2008**

c. Our key messages should reflect that we have not incorporated the Cape recommendations directly, rather we have given consideration to an Alberta context. Explanation should be given as to why our recommendations differ from his (Cape) report recommendations and why they differ. This is an Alberta Environment report so Alberta Environment should put the report onto their website and CASA will link to it. If there are any media inquiries, the process would be to have the co-chairs be the spokespersons, with consensus from the group on what the key messages should be.

### **4 Costs/Funding of Monitoring Network**

a. There are no recommendations coming forward at this point, as the previous 2 meetings did not have quorum.

b. At the August 29 meeting it was determined that some of the population monitoring should be included, so the scenarios were drawn up to make it more clear, with one additional scenario – 2(b) being added. In looking at the current funding formula, it was determined that there was minimal variance between what the Province paid and what industry paid. When delving a little deeper, the Costs subgroup realized that the variance/inequity arose between industries rather than with the Province as initially thought. In order to know what to ask the Province for, we need to have a clear definition of the unfunded portion of the monitoring system to be able to put a dollar value on it.

c. The original task, which the team is onside for completion, was to gain clarity on the delta between what the current costs are and what the future costs will be, based on the funding formula. Clarity is required around what exactly the delta is and who will have to pay. We need to come up with a funding scenario that meets the acceptable criteria and use it to determine how we will get there. The intention is to have a more fair and equitable payment arrangement scheme and in order to do this, we have to include what the airsheds are doing for local and regional monitoring.

The new funding formula will be easier to make equitable because:

- (i) Airshed zones will be included in the funding pie;
- (ii) It will come with a commitment from the Government to cover the diffuse and small industrial sources; and
- (iii) There will be some sort of regulatory backstop based on the best available emission inventory/data that includes: funding, collecting the funds and enforcement.

The group around the table reached tentative consensus on the ideal vision for the future being Scenario 3(b) and the Costs subgroup needs to further flesh it out as it includes airshed zone monitoring and had the highest probability of achieving consensus amongst stakeholders.

**Action 40.3: Team members are to test Scenario 3(b) with their particular Stakeholder groups and report back their findings to the October AMSP meeting.**

**Action 40.4: The Costs Subgroup is to take Scenario 3(b) and flesh it out to establish what the current costs are, what the future costs will be and come up with a delta that will address the transition.**

*The team agreed that some words would have to be drafted around a clean air fund.*

**Action 40.5: Bob to check on the political saleability of a clean air fund.**

## **5.. Implementation Plan and Timelines**

**a.** This was set up to be more of a tool, with some of it being a stepped approach, to use as a starting point. The detail is not worked out as the intent is for it to be used as a guide rather than being prescriptive. There are some Caveats to implementation:

- (i) The 5-year implementation may potentially be too aggressive; therefore programs may have to be prioritized.
- (ii) Annual operations may create a bit of a brake on the process as funding could be an issue. Capital could be obtained if there was a solid process developed.
- (iii) Funding is important as sources will have to be determined and solidified. Will want to tie this in with the Clean Air Strategy.
- (iv) The limits will be the resources and the ability to put things in place.
- (v) Is this level of detail something that stakeholders can buy into?

**b.** Implementation team needs to go through this more fully and develop general timelines, with a prioritization of sub-program implementation i.e. putting ozone in priority areas.

**Action 40.6: CASA to set-up a meeting for the Implementation sub-group to meet. By next AMSP meeting they will have a report.**

## **6. Workshop feedback and response**

**a.** At the August 14, 2008 AMSP meeting it was decided that a subgroup should be struck to identify key themes arising out of the workshop and a plan developed to address the themes. The subgroup agreed that they did not have to go back and review the first workshop report.

**b.** The group agreed that a process would have to be developed in order to identify and categorize substantive issues. 4 categories were agreed upon:

- (i) Needs to be dealt with through changes in text (wording) and/or changes in recommendations;
- (ii) Good thoughts – check to ensure it is dealt with in the report;
- (iii) Clearly out of scope for this project; or
- (iv) Bring it to the attention of the remainder of the team – has the team already agreed it is out of scope, if not, team needs to decide.

The group agreed to take a pilot approach to identifying and addressing one key theme using the Workshop Report and then clarifying and quantifying it using the feedback summary. To test this pilot approach the group used the “Monitoring Network” (Section 3) of the Workshop Report and the “Network of Ambient Air Monitoring Stations” (Section 2) of the Workshop Feedback Form.

*c. The team agreed that this seemed to be an appropriate way to approach a workshop review.*

**Action 40.7: CASA to arrange a face-to-face Workshop Subgroup meeting to finish reviewing and categorizing the remainder of the Workshop Report and Feedback Summary and report back at the next meeting. As an agenda item, the subgroup is to agree by consensus on what will be included in the cover letter to workshop participants, i.e. key themes and here is how we are going to address it.**

## **7. Roles and Responsibilities Document and Responses**

The team agreed to carry this forward and discuss it at the next meeting as responses were not due until October 17, 2008.

## **8. Other Business**

**a.** Letter from the MD of Bighorn and Response from Alberta Environment.

The concern is the lack of ambient monitoring in the MD of Bighorn. This falls under the purview of the “Roles and Responsibilities” document that is currently under review. This letter serves as an example of a potential challenge to our strategy. This is an airshed issue and is one that the implementation subgroup can address as we have the ability to provide guidance.

**b.** Workplan

This will fall under a written status report for the Board.

**Action 40.8: Bob Myrick to determine if and when we can provide a progress report to Alberta Environment.**

## **9. Next Meeting**

The team agreed to hold a short meeting in October with potential agenda items to include:

- Cape report comments
- Cost Subgroup report on Scenario 3(b)
- Stakeholder feedback on ideal future
- Implementation report and timelines and prioritization of implementation

- Workshop feedback and response. Key messages for cover letter to participants.
- Roles and responsibilities document and responses.

The meeting adjourned at 3:30 p.m.