



CASA Board of Directors Meeting
April 12, 2018, Edmonton, Alberta

In attendance:

CASA Board Members and Alternates:

Ann Baran, NGO Rural	Leigh Allard, NGO Health
Ahmed Idriss, Utilities	Martin Van Olst, Federal Government
Benjamin Israel, NGO Industrial	Peter Noble, Petroleum Products
Brian Ahearne, Petroleum Products	Rich Smith, Agriculture
Claude Chamberland, Oil and Gas Large Producers	Rick Blackwood, Provincial Government - Environment
David Lawlor, Alternate Energy	Rob Beleutz, Mining
David Spink, NGO Urban	Ruth Yanor, NGO Industrial
Holly Johnson-Rattlesnake, Samson Cree Nation	Wayne Ungstad, NGO Rural
Humphrey Banack, Agriculture	Andre Asselin, CASA Executive Director
Jim Hackett, Utilities	
Kathy Rooyakkers, Local Government – Rural	

CASA Secretariat:

Matthew Dance, Katie Duffett, Cara McInnis, Douglas Mills, Anuja Ramgoolam, Marie-Claire St-Jacques, Kim Sanderson

Guests:

Sharon Willianen, Celeste Dempster, Randy Dobko, Salina Fairbank, Alberta Environment and Parks (AEP)
Nadine Blaney, Alberta Airsheds Council

Presenters:

Andre Asselin, *Executive Director's Report* (Item 1.2); *Strategic Planning Approach* (Item 1.5)
Rick Blackwood, *GoA Update* (Item 2)
Laura Blair, *AAQO and CAAQS* (Item 3); *Ambient Air Quality Objectives Project Team* (Item 4)
Alison Miller, *Ambient Air Quality Objectives Project Team* (Item 4)
Rhonda Lee Curran and Ann Baran, *ROVER III Working Group* (Item 5)
Bob Myrick, *Five-Year Air Quality and Deposition Monitoring Plan* (Item 6)

Regrets:

Bill Calder, NGO Urban	Stacey Schorr, Provincial Government - Energy
Keith Murray, Forestry	Terry Rowat, Chemical Manufacturers
Mary Onukem, Aboriginal Government - Métis	
Scott Wilson, NGO, Consumer	



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Executive Summary

This board meeting was held immediately following the 2018 AGM. CASA is in a good financial position and substantial savings are expected annually in light of the amalgamation with the Alberta Water Council. A new operations manager will start later in April. The Non-Point Source report has been released and is available online.

The 2018 Operational Plan was approved, with the board agreeing to expedite the launch of a project team for the next review of the Electricity Framework. Board members approved the proposed approach to strategic planning, with the intent of having a workshop in September, leading to a new strategic plan by the end of the year.

The board heard an update from the Government of Alberta as well as presentations on 1) the processes to develop, approve and use Alberta Ambient Air Quality Objectives (AAQOs) and Canadian Ambient Air Quality Standards (CAAQS); and 2) the Five-Year Air Quality and Deposition Monitoring Plan being developed by the Environmental Monitoring and Science Division.

The AAQO Project Team proposed revising the current 24-hour PM_{2.5} objective of 30 µg/m³ to 29 µg/m³ which the board approved so that it can be forwarded to AEP to inform its decision on this objective. The team also provided an update on the ozone provisional recommendation, proposing that it be revised from 82 ppb to 76 ppb, based on consistency with the 2020 CAAQS and health and other effects, and pending stakeholder consultation.

The board also approved the ROVER III project charter, the formation of the ROVER III Project Team and the disbanding of the ROVER III Working Group. The Working Group was commended for its excellent effort in scoping the project



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Minutes

Rick Blackwood convened the business meeting at 9:43 a.m. immediately following the AGM. He reviewed the agenda, noting the intended use of a consent agenda for some routine administrative items.

1 Administration

1.1 Consent Agenda

Three items were proposed for the consent agenda, which was described in the briefing package: approve agenda, review minutes and action items from December 13, 2017 meeting, and approve assigning executive committee authority to approve the 2017 annual report. Some board members expressed a desire for more information on this approach to ensure it will work effectively and asked staff to provide more details on the process and timelines.

In response to this suggested approach by the executive committee, board members offered the following comments:

- The board must have an opportunity to provide feedback on the draft annual report before it is finalized, rather than having only the executive committee approve the document. This feedback can be provided to the executive committee to incorporate.
- Action item status and update should be discussed at each meeting.

Additional discussion occurred with reference to specific action items from the last meeting:

- CASA needs to be sensitive and consistent when referring to First Nations and Métis, giving consideration to including both when one is used.
 - The term “Indigenous” has generally been preferred.
- Board training as well as staff training related to engagement with First Nations and Métis should be considered.
 - Work is underway in this area in both CASA and the GoA, but training initiatives are still very much in the development stage. Timing and rollout need more thought.
- Action 2 from the last board meeting is incomplete; an update should be provided at the next meeting.
- Work is underway on action 3 but timelines are not known.

The consent agenda was approved with the following caveats:

- Text of the draft annual report will be circulated to board members for feedback to their executive committee member prior to final approval by the executive.
- Action items will continue to be reviewed at each meeting and will not form part of any future consent agenda.

1.2 Executive Director’s Report



Andre Asselin directed the board to his report in the briefing package. He introduced Douglas Mills, who starts on April 23 as the new operations manager for CASA and the Alberta Water Council (AWC). Other staff positions are now being filled, specifically the project manager and office administrator. CASA released the Non-Point Source report this week. The organization is in a good financial position and amalgamation with AWC is expected to save about \$213,000 a year, even taking into account new staff. A new grant application has been submitted but a buffer is in place from the previous grant to cover for a few months. In response to a query by a board member, Andre indicated he will provide more financial details at future board meetings.

1.3 2018 Operational Plan

CASA's 2018 Operational Plan is guided by the 2012-2016 Strategic Plan, which will be updated later this year. The 2018 Operational Plan reflects current and expected project activity as well as a substantial amount of non-project work. The intent is to deliver on the timelines in the plan, and future updates will add a column showing the status of the work. The executive committee has prepared the draft plan and is recommending board approval at this time.

Discussion

- To get the Electricity Framework Review (EFR) underway in a timely manner, we should begin this work sooner than proposed in the plan, as there are many issues facing this sector. Some aspects of the Coal-to-Gas work were very helpful in guiding that project and might be considered for the EFR (e.g., the letter from the Deputy Minister with precise direction and timelines, the consultant's report that was done in advance).
- At the last review, the communications committee recommended going out to the community before the next EFR starts to get feedback ahead of time.
 - Discussions have been underway between CASA, AEP and Alberta Energy for several months about how to move forward with the EFR. The intent is for the board to approve the project charter in September.
- Some uncertainties remain for the sector around the move to a capacity market in 2021 and the need for more information about certain aspects. Also, emissions trading credits are still in play and the sector needs to know how those will be addressed. Nevertheless, informal work could begin before all the details are finalized.
 - AEP: This is a priority and options are being examined internally. CASA and AEP will determine what is needed to move this work ahead, and a status report will be provided to the board for information.
- Some issues from the previous work are still on the table and should be part of the new charter as appropriate (e.g., particulate matter).
- Is more detail needed with respect to the work on Indigenous Relations?
 - CASA has been gathering information but still needs a better understanding of timing and potential forums. GoA cannot guarantee CASA access to training as part of its program. Internally, CASA is moving a staff member into the role of supporting Indigenous engagement, and the executive committee has also discussed options. Staff are building a network with Indigenous leaders and getting advice from them.
- It would be useful to have more detail in the third and fourth columns of the plan table.

Commented [AA1]: I've asked Wayne for more details on specifically what he was referring to as staff have not been able to identify where this information was taken from.



Given the relevance of the Communications Committee and the Performance Measures Committee to the Operational Plan, the board agreed to discuss that agenda item, then come back to make a decision on the Operational Plan.

Decision: *The board approved the 2018 Operational Plan with the following amendment:
The EFR project will initiate a Project Team (not a Working Group) at the September 2018 meeting.*

Action 1: Staff will provide an update on the EFR review to the board following discussions with AEP.

1.4 Communications Committee / Performance Measures Committee Update

These two CASA committees do important work but have struggled recently to secure consistent multi-stakeholder participation and have quorum in their deliberations. The executive committee discussed how best to steward these activities and deal with the chronic issues so asked staff to develop options for consideration at its next meeting. This item was for information only.

Discussion

- In my opinion, the information sheet in the briefing package does not present an accurate assessment of these two committees. It is my view that they have been doing stellar work. We have developed good relationships with other agencies to help get our message out and we want to maintain those efforts.
- We do not want to overwhelm the executive committee with too much work and responsibility. It is also important to continue the performance measures work to help ensure accountability.
- It is not the job of the executive to manage these committees on an ongoing basis.
- It doesn't make sense to have communications done by a committee. Perhaps as part of our strategic planning work, we can look at a communications plan that could be implemented by staff.
- There has been a chronic issue of not having quorum for these committees for some time. The work needs to continue and we are looking for options to deal with the chronic issue.
- No decisions have been made regarding these committees, so if board members have issues or ideas about how they should be handled, they should advise the executive.

1.5 Strategic Planning Approach

Andre Asselin presented the proposed approach to strategic planning for 2018, describing the background and work of the Strategic Planning Steering Committee (SPSC), which recommended an approach and that the SPSC coordinate the process with support from CASA staff. Andre reviewed the recommendation in detail, including the proposed process and timelines.

Decision: *The board approved the proposed approach to strategic planning.*

1.6 Administrative Operations and Cycles

This item pertains to the need to get key administrative activities back in sequence again. The executive committee suggests that when strategic planning is completed later this year, a new



performance measures strategy and a new communications strategy can then be developed. The CASA performance evaluation, due every three years, will also follow the new strategic plan. More details on these activities will be developed after the September strategic planning session, at a time when CASA will be fully staffed with additional capacity.

Peter Noble took the chair.

2 GoA Update

Rick Blackwood provided GoA updates for a number of theme areas. A summary of his comments will be shared with board members separate from these meeting notes. Among other things:

- New deputy minister, Eric Denhoff, is working to become acquainted with all his new roles in AEP.
- Chapter 9 reporting for the Air Monitoring Directive come into effect January 1, 2019 and preparations for implementation are underway.
- Alberta continues to work collaboratively on the BLIERS and the CAAQS, but there are no updates at this time.
- Revisions are underway to the Acid Deposition Management Framework, led by AEP in collaboration with stakeholders.
- The Environmental Monitoring and Science Division is working with Community Engagement to streamline to grant application process for airsheds.
- Alberta Agriculture and Forestry continues to participate in various initiatives related to aspects of air quality and its management, including research and inventories for confined feeding operations.
- A quiet fire season is expected this year due to the amount of spring moisture.
- The provincial budget was released March 22 with a key message to all ministries on the need for cost containment and return to balance.

3 Presentation on AAQOs and CAAQS

Laura Blair presented an overview of the processes to develop and approve AAQOs and CAAQS. She described how these are used and key differences between them, as well their use in management planning. The first reports on NO₂ and SO₂ will be produced in 2021 based on data from 2018 to 2020; thus monitoring being done now will feed into that assessment report.

4 Ambient Air Quality Objectives Project Team

Alison Miller and Laura Blair presented an update on the work of the Ambient Air Quality Objective Project Team. They described the process used to review the PM_{2.5} AAQO, noting that the team had consensus to recommend revising the current 24-hour PM_{2.5} objective of 30 µg/m³ to 29 µg/m³. An update was also presented on the ozone provisional recommendation, proposing that it be revised from 82 ppb to 76 ppb, based on consistency with the 2020 CAAQS and health and other effects, and pending stakeholder consultation. Board members were asked to provide any feedback on the ozone proposal to CASA staff or to their sector member on the team in the next few weeks so that input can be considered at the team's June meeting. Finally, an update and timeline for H₂S/TRS AAQO was presented. The current 24-hour H₂S number is considered



to protect health, so the focus has been more on addressing odours. At this point, the team is of the view that TRS may be the better metric to use with respect to odour management. TRS is also easier to measure than H₂S. They continue to work to get someone from the agricultural industry and the forestry sector involved with the team.

Discussion

- Do continuous monitoring stations monitor TRS?
 - From an approvals perspective it is hard to model TRS so modelling has focused on H₂S. Community monitors tend to monitor TRS. H₂S can be done at the fenceline.
- Do you expect any exceedances for PM and ozone with the new AAQOs?
 - The team did look at the numbers and is not concerned there will be. Industry has indicated they are not concerned about changes to PM.
- How does this work align with the federal process?
 - Alberta does not have to have the same number as CAAQS. We want AAQOs that we can use in our approvals process that can be met, and that should ensure the CAAQS are also met. CAAQS are expected to be reduced every five years or so, so we will have to review the numbers regularly to ensure we are meeting CAAQS.
- How will a lower AAQO for PM_{2.5} affect areas that are already having problems?
 - They are separate numbers. This work will not have any direct impact on those areas as that is a federal process.
- We are looking at TRS as a surrogate for odour. We need to be creative to make this work. The GoA is to be complimented as they have done a great deal of work to assess how CAAQS and AAQOs are lining up.

Decision: The board approved the AAQO Project Team's recommendation for a revised 24-hour AAQO for PM_{2.5} of 29 µg/m³ to go to AEP to inform its decision.

The board thanked the team for its work to date on AAQOs.

5 ROVER III Working Group

Ann Baran and Rhonda Lee Curran summarized the intended scope of work for the ROVER III project and presented an overview of the draft project charter. This project arose when the Non-Point Source team identified a gap related to managing emissions from the transportation sector. The draft charter contains five objectives with a focus on on-road diesel-fuelled trucks but will also collect data on other on-road heavy-duty and light-duty vehicles. The project aims to test emissions at five locations assuming sufficient funds can be secured. The proposed contractor has undertaken similar work in BC and was able to get vehicle information from that jurisdiction, so out-of-province vehicles are not expected to pose a problem in terms of gathering data. Timelines, a budget estimate and project deliverables were also included in the presentation. The intent is to present findings to the board in the third quarter of 2019.

Discussion



- Would CASA consider recommending mandatory emissions testing for all vehicles on an ongoing basis, as is done in some other provinces?
 - The team will look at potential management actions after the data is collected.
- Roughly how many vehicles does the team expect to test?
 - We want to get a representative sample, which could be between 50,000 and 60,000.
- Will this study be able to determine if a vehicle has been tampered with?
 - Not specifically, but higher-emitting vehicles will be detected.
- With respect to funding, the budget notes the need for \$175,000. The executive committee has approved allocating \$100,000 of external funds to the team to start this work, but the team will still be seeking contributions from others around the table.

Decision: The board approved:

1. **The ROVER III project charter**
2. **The formation of the ROVER III Project Team**
3. **The disbanding of the ROVER III Working Group**

The board thanked the working group for its excellent effort in scoping this project.

6 Update on the Five-Year Air Quality and Deposition Monitoring Plan

Bob Myrick, Director of Airshed Sciences with the Environmental Monitoring and Science Division (EMSD), provided an update on the five-year air quality and deposition monitoring plan. He noted the recent webinar on this topic with results to be circulated shortly. Bob described stakeholder engagement activities already undertaken and those planned. He then presented an overview of each of the seven sections in the plan. The EMSD expects to have a plan by September, at which time implementation can begin. He described the scope of the plan, and what it will and will not include, noting that Section 3 on long-term monitoring is the core of the plan. It will contain an evaluation of the existing long-term air and deposition monitoring and will identify opportunities for improvement. He also provided a short overview on evaluating deposition monitoring and changes that are being proposed. EMSD continues to seek feedback from stakeholders and subject matter experts on the methodology, process and outcome of the plan. The draft report will be complete in June and circulated for stakeholder review, with the plan finalized in September 2018.

Discussion

Q: The consultation on the plan is good but is not enough. At the appropriate time, a one-day workshop on specific topic would be valuable (e.g., on deposition monitoring).

Bob Myrick (BM): We understand the importance of stakeholder involvement, but timelines have been very tight.

Q: How do stations used for CAAQS compliance relate to stations that might be used in the plan?

BM: We don't have a good answer now. As much as possible, we want to conform to the criteria that have been developed for CAAQS stations for various substances. The use of those stations would be based on the particular criteria. We are trying to do the plan as objectively as possible.



Q: What do you see as CASA's role in terms of support or involvement?

BM: We see opportunities for CASA involvement as the plan evolves and becomes a living document. CASA could potentially help in organizing a process to get multi-stakeholder input into the longer-term plan and we will be staying in touch with CASA as work proceeds.

Q: What steps will you take if there are exceedances?

BM: That depends on which threshold is exceeded and the timeframe. The regulator must follow up on each exceedance. Some exceedances are based on a short time frame (e.g., one hour) while others are based on annual or three years of data, so the response varies.

Q: What opportunities are there for citizen science?

BM: In some places people can go to a library and take out a monitor with instructions and the data are automatically uploaded to a website, for example.

Q: How will odour be measured?

BM: There are different methods, one of which is canisters that are sent to a lab for analysis. We are looking at some real-time samplers for use in Fort McKay. They are very expensive but would give hourly concentrations of substances such as hydrocarbons, H₂S, and others, and these data could then be compared with odour incidents.

7 New/Other Business

8.1 New/Other Business

Rick Blackwood advised that Regional Advisory Committee recommendations for the North Saskatchewan Regional Plan are posted. Board members are encouraged to respond if this plan is of interest to them via the web-based survey which is open until May 4 at www.landuse.alberta.ca.

Martin Van Olst advised that a new associate regional director general is now in place for the Western and Northern Region of Environment and Climate Change Canada, but this person is based in Winnipeg rather than Edmonton, which may pose a logistical challenge for participation on the CASA board.

8.2 Evaluation Forms

Members were asked to complete meeting evaluation forms for review by the executive.

The next CASA board meeting will be September 27-28, 2018 in Calgary.

The meeting adjourned at 2:50 p.m.



Action Item	Responsible	Due
Action 1: Staff will provide an update on the EFR review to the board following discussions with AEP.	CASA Staff	May 15

DRAFT