

Final Minutes



Clean Air Strategy Project Team Meeting 13

August 12, 2008

10:00 – 3:30

CASA Offices, Edmonton

In attendance:

Name	Organization
Jennifer Allan	CASA
Len Bracko	Alberta Urban Municipalities Association
Michael Brown	ERCB (by phone)
Christine Byrne	Imperial Oil, CAPP
Lawrence Cheng	Alberta Environment
Kerra Chomlak	CASA
Peter Dzikowski	Alberta Infrastructure and Transportation
Gerry Ertel	Shell Canada, CPPI
Long Fu	Alberta Environment
Debra Gardiner	Enmax
Myles Kitagawa	Prairie Acid Rain Coalition
Carolyn Kolebaba	Alberta Association of Municipal Districts and Counties (by phone)
Al Mok	Suncor, CAPP
Allan Mumby	Alberta Airsheds Council
Sharla Rauschning	Alberta Energy
Kim Sanderson	CASA
Anita Sartori	CNRL, CAPP
Mike Zemanek	Alberta Health and Wellness

With regrets:

Name	Organization
Tim Goos	Environment Canada
Tony Hudson	The Lung Association
Steve Kennett	Pembina Institute
Bettina Mueller	Alberta Environment
Ken Omotani	TransAlta
Jason Schultz	TransCanada
Nashina Shariff	Toxics Watch Society
Srikanth Venugopal	TransCanada

Action items:

Task	Who	When
5.4: Locate Alberta Health's information on indoor air quality and send the link to Jennifer for circulation to the team.	Mike Zemanek, Jennifer	Carry forward
11.3: Kerra will report back from the CASA executive regarding the team's request to discuss the Clean Air Strategy with relevant Ministers.	Kerra Chomlak	Carry forward
12.1: Team members who identify documents of value to the Straw Dog Subgroup will prepare a short synopsis, including how it relates to the CAS, and forward the summary and the document to Jennifer.	Team members	Ongoing
12.7: AENV will do a presentation to a future meeting on the air quality management system.	Bettina Mueller	Sept 9
13.1: Lawrence will investigate whether a Sharepoint site can be set up for the team and advise Jennifer.	Lawrence Cheng	Sept 9
13.2: The BVP Subgroup will make the key changes as discussed and circulate another draft for members to share with their sectors and provide any further comment at the next meeting.	BVP Subgroup, team	Aug 25
13.3: Jennifer will circulate agendas for each SDSG meeting to the team so members are aware of what the SDSG will be discussing and can provide input prior to the meeting.	Jennifer Allan	As appropriate
13.4: The SDSG will review a revised part one of the draft CAS and send it team for review prior to the September meeting.	SDSG	Aug 28
13.5: Jennifer will work with AENV to address the budget changes agreed to by the team.	Jennifer Allan	Sept 9
13.6: Jennifer will prepare a document, based on the whiteboard notes, showing the work plan for the next four months, for inclusion with the minutes.	Jennifer Allan	August 22
13.7: Anita will see if CAPP or CNRL can host the September 9 th meeting and advise Jennifer.	Anita Sartori	ASAP
13.8: Gerry will contact Dave Bartekso for a copy of the LUF presentation to distribute to the team	Gerry Ertel	Sept 9
Action 13.9: Jennifer will distribute an excerpt of the draft CASA Board minutes related to LUF and the CAS to the project team.	Jennifer Allan	August 22

Al convened the meeting at 10:05 am. Those present introduced themselves.

1. Administrative Items

- a) **Approval of agenda and meeting objectives**
Al reviewed the agenda and meeting objectives, which were approved.
- b) **Approve minutes from meeting 12**
The minutes from meeting 12 were approved by consensus.
- c) **Action items follow up**

Task	Status
5.4: Mike and Jennifer to locate Alberta Health's information on indoor air quality and send the link to Jennifer for circulation to the team.	Carry forward.
11.2: The Straw Dog Subgroup will present its work plan to the team at the August meeting.	On today's agenda
11.3: Kerra will report back from the CASA executive regarding the team's request to discuss the Clean Air Strategy with relevant Ministers.	On agenda for August 19 executive meeting. Carry forward.
12.1: Team members who identify documents of value to the Straw Dog Subgroup will prepare a short synopsis, including how it relates to the CAS, and forward the summary and the document to Jennifer.	Ongoing
12.2: Myles will prepare a synopsis for the document noted in action 5.1, including how it is relevant to the CAS.	Myles provided a link to the document, which appears in the minutes. If the SDSG wants more information, Myles will provide.
12.3: Jennifer will prepare an inventory of all the documents that have been gathered to date.	Done. Jennifer will distribute
12.4: The Secretariat will set up a password-protected section of the CASA website where CAS documents can be posted.	Test run with password failed. To be discussed later in the meeting. See outcome in Action Item # 13.1
12.5: When a date for the meeting between Alberta Energy and the CASA board is selected, Kerra or Jennifer will advise the CAS team and whoever can attend will do so.	Done. The meeting is Aug 18 and several CAS team members will attend. CAPP is setting up a teleconference opportunity for those in Calgary who want to listen to the meeting by phone.
12.6: Industry and NGO caucuses will identify a representative to sit on the governance subgroup and advise Bettina and Jennifer.	Done. Gerry is the industry rep and Steve is the NGO rep. This group is waiting for key people to return from holidays
12.7: AENV will do a presentation to a future meeting on the air quality management system.	To be done in September
12.8: Jennifer will circulate the Air Quality Management Tools report to the team.	Done
12.9: Myles will do a short write-up on pollution prevention as it relates to bending the curve.	Done. Material was submitted to the SDSG and incorporated into the draft.
12.10: The co-chairs and Jennifer will fine tune the timetable and work plan for the project, particularly to clarify the "drop dead" dates.	On today's agenda. Result of discussion (time table) is attached.

d) CASA Update

The Electricity Framework Review team has received an emissions forecast for the electric power generation sector, which may contain some information of use to this team.

Jennifer advised that a password protected web page was attempted but did not work. The team could have a page that is not password protected, or look for another way to share documents. To date, the materials are mostly information that the team has assembled and documents are in the public domain, but when the team is working with draft documents, a secure method will be needed. The GOA has a Sharepoint site, and in some situations, others are given access to certain sections for projects in which they are involved.

Action 13.1: Lawrence will investigate whether a Sharepoint site can be set up for the team and advise Jennifer.

If a Sharepoint site can be set up, it was strongly suggested that all the team's documents be posted on that site.

2. Beliefs, Values, Principles (BVP)

Myles presented an update from the BVP subgroup, which incorporated comments from the last meeting and other comments from subgroup and team members. Copies of his presentation had been previously circulated. He focused on sections that had been changed since the last draft. Myles and Mike responded to comments from the team.

Values (what's important)

- Socio-economic security means that there is a sufficient level of prosperity that Albertans can feel comfortable that their health and well being will be protected.
- With respect to mental health, people can experience poorer air quality that affects their mental and emotional health, even though their physical health may not be threatened.
- Regarding leadership and what Alberta values, this is a declaration of the kind of people we are. We think these things are important and our plan needs to reflect these fundamental values.
- Reducing the risk of harm depends to some extent on how harm and risk are defined. The subgroup considered it to mean adverse effects to humans and the environment. The idea is to have continuous improvement and keep improving our quality of life. There were some concerns about the amount of money that might be required to achieve only small improvements, but generally the intent is take steps that are reasonable and continue to look for opportunities to do better.
- The aim is to have "intersection solutions" that satisfy multiple policy objectives. In other words, we want to achieve efficiency through integration of all the related policies and frameworks.

Principles (what's fair)

- Some members had concerns about the principle related to keeping clean areas clean (KCAC) and not polluting up to set limits. Limits are set at levels that are deemed acceptable and are ratcheted down as technology is developed. Industry uses those limits in design and operations, and they help provide certainty. What does KCAC mean and is it really practical?
 - This principle was first introduced by CCME to address non-threshold pollutants or those for which effects are known to happen at lower levels. This is not a new concept. It is also found in the acid deposition framework and the PM and ozone management framework, and could be described as “wise management of the cushion.” It doesn't say you can't have any impact. However, this may need to be clarified.
- With respect to decision making, the intent is that decisions will be informed by science but not limited to scientific information. As well, decisions should not be made with particular vested interests in mind. We want to achieve overall economic health, not ensure that a particular company does well.

Beliefs (what's true)

- We want to ensure that externalities are considered in making decisions about air quality, because at present, they generally are not considered.

The team felt the subgroup had done a good job with this important component of the strategy. The team supported keeping these ideas at a high level. The statements are meant to be a declaration of who we are as Albertans and as authors of the Clean Air Strategy, they are not intended as action items.

Action 13.2: The BVP Subgroup will make the key changes as discussed and circulate another draft for members to share with their sectors and provide any further comment at the next meeting.

3. Update from Straw Dog Subgroup (SDSG)

Christine reviewed the progress to date of the SDSG and directed the team to the draft document previously distributed. The Governance group will take the lead in providing material for that strategic direction and the SDSG will work on the others. The team needs to consider if this is the right level of detail, the right structure, etc. The SDSG is recommending that the concept of “bending the curve” should apply to all strategic directions, and not be identified as a strategic direction itself. This represents a change from what the team discussed at the last meeting. Team members provided the following feedback to the SDSG:

- Is the curve in the illustration accurate in its depiction of rising air emissions? The figure implies that emissions are out of control, and that is not correct. We need to put business as usual in the right context; it may not be BAU, but it includes

consumer choices, lifestyle, etc. Or is it the growth curve that we are trying to bend?

- Emissions reductions create ambient benefits to health and the environment.
- It might be helpful to look at an emissions forecast for Alberta.
- Trends are different for different parameters, and we can reasonably believe that in some cases there will be problems. The CAS needs to deal with these issues.

The team approved the approach proposed by the SDSG and agreed that “bending the curve” will not itself be a strategic direction, but that everything the team recommends will help bend the curve.

The team considered if this was the right level of detail, and the extent to which actions should be included in the strategy. ***The team agreed that actions should be included as they help define the goals.*** However, we should note that implementation of the CAS does not need to be limited to these specific actions. The SDSG could also look at complementary actions in other GOA frameworks to illustrate work that is already underway. The intent of the CAS is not just to improve air quality, but to improve air quality management.

The team also agreed that specific details are not needed, although some examples could be included. Charts, diagrams and bullets would make the document more readable.

Direction to SDSG

The SDSG will develop draft material for the team to review, then the SDSG can incorporate the team’s feedback. As each section is completed, it will be brought into the main consolidated document, but changes can still be made while the full strategy is being assembled. The aim is to have a full draft by December (see proposed work plan attached).

The team agreed that if team members have ideas for specific actions, they should forward those to their sector rep(s) on the SDSG. The team also agreed that members will come to each team meeting prepared to provide constructive feedback to the SDSG on each section of the draft strategy.

Action 13.3: Jennifer will circulate agendas for each SDSG meeting to the team so members are aware of what the SDSG will be discussing and can provide input prior to the meeting.

Members will need time to get comments from their sectors. It makes more sense to wait until a full package is ready before going out to sectors; ideally there will be 2-3 months for sector review and input on the complete draft. However, if members feel there are specific things that should be discussed with their sectors in the interim, they should take those to their groups. As well, if they want to share a draft of a section after the team has provided input and the SDSG has revised, they can.

Section four in the draft outline (Management System for Implementation) contains a lot of content relevant to governance, and perhaps the Governance subgroup should prepare that section in addition to their work on the Governance strategic direction. *The team agreed that the Governance subgroup should work on the Governance strategic direction and section four, and the SDSG would focus on the three strategic directions and completing part one.*

Action 13.4: The SDSG will review a revised part one of the draft CAS and present this to the team at the September meeting.

4. Update from Public Consultation Subgroup

Anita provided an update from the Public Consultation Subgroup. The discussion guide has been finalized and will be printed shortly. The website is expected to be online by August 19. The next subgroup meeting is August 26, at which Calder Bateman will present their plan for town hall sessions. They will also do an orientation session for the team at the next meeting, and the team will have a chance to review the standard presentation prior to the September 9th meeting. At that meeting, team members will be also asked to sign up for the town hall sessions, with the aim of having at least one representative from each sector at each town hall meeting. Town hall meeting dates are firm, between September 23 and October 24.

Representatives from each sector will do about five minutes each of the 15-minute presentation, then Calder Bateman will facilitate the discussion. Meetings are booked for two hours. Notes will be taken at each session. A draft strategy will not be ready for sharing at these meetings. These meetings are to get input to the CAS and hear what people are thinking, but there is likely to be some interest from local media. Normally, the co-chairs act as spokespersons, but key messages can be provided for others to speak if the co-chairs are not there.

Team members were advised to alert communications staff in their organizations about the meetings as they get closer. Members were also asked to forward information about the meetings to others in their organizations, especially those in areas where the town hall meetings are being held. If members know of others who should be sent the notification email and letter, they should advise the SDSG.

5. Budget for Town Hall Meetings

Jennifer reviewed the external budget for the project noting that things are generally on track. A total of \$8,300 needs to be reallocated within the overall budget, specifically:

- Costs for discussion guide. Additional funds are needed to print more copies of a longer document. The added cost is \$4,000.

- Travel costs. Typically a team covers these costs for stakeholder travel and honoraria and staff travel to attend town hall meetings. These costs amount to \$4,300.

These funds are available within the AENV grant for this project, but the budget lines may need to be adjusted. If the team approves these costs, CASA needs to confirm with AENV that the budget lines can be changed.

The team agreed to reallocate \$8,300 in support of the public consultation process as long as it does not create any conflict with the AENV granting system, and all expenses are eligible.

Action 13.5: Jennifer will work with AENV to address the budget changes agreed to by the team.

6. Presentation: Transportation

Long Fu did a brief presentation on trends, impacts and initiatives in Alberta's transportation sector, with reference to Statistics Canada's current report on *Human Activity and the Environment*. Copies of the presentation were previously distributed by email. The numbers on "passengers per vehicle" were corrected to be 1.6 and 1.8.

It was noted that vehicle-km traveled should also be noted. New vehicles are much cleaner and even though fleet sizes and km traveled rise, much of this impact is offset by cleaner technology. Concerns also remain about a potential shift to ethanol-based fuels, due to the land base required to grow crops for this purpose. The team needs to ensure that its proposed solutions don't create problems for other policies.

7. Work Plan

The team constructed a draft work plan for the next four months, which is attached to these minutes.

Action 13.6: Jennifer will prepare a document, based on the whiteboard notes, showing the work plan for the next four months, for inclusion with the minutes.

The team noted that it will need to build in time to test the public consultation input against what it has come up with in the draft CAS. *It was agreed to wait until all the consultations are finished and then look at the public input and respond.* The aim is to have the report on public consultation ready for discussion at the December meeting, along with a full draft CAS.

The draft CAS needs to be ready for public consultation by March 15 to meet a deadline of May 15 in preparation for the June CASA board meeting. This means that each sector must have its own review of the draft done well before March 15.

The team will review material as it is prepared by the SDSG, with 3-4 working days needed prior to each team meeting.

8. Next Meetings

The following additional dates were agreed to for subsequent team meetings:

- September 9 in Calgary
- October 16 in Calgary
- November 10 in Edmonton
- December 10 in Edmonton

Action 13.7: Anita will see if CAPP or CNRL can host the September 9th meeting and advise Jennifer.

9. Other Business

Gerry Ertel advised that Dave Bartesko recently made a presentation to Shell on the Land Use Framework (LUF), and it generated a lot of interest. The LUF is being regarded as the overarching framework under which all other strategies and frameworks will need to fit, including the CAS. However, some team members had heard differing messages or had different views. The team needs to consider how it will address the matter of integration with other strategies and frameworks.

Action 13.8: Gerry will contact Dave Bartesko for a copy of the presentation to distribute to the team.

Action 13.9: Jennifer will distribute an excerpt of the draft CASA Board minutes related to LUF and the CAS to the project team.

The meeting adjourned at 3:10 pm.

Final Minutes

