

Clean Air Strategy Project Team

Meeting #4
Wednesday, December 5, 2007
10:00 am to 3:30 pm
CASA, Edmonton

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Name	Organization
Jennifer Allan	CASA
Len Bracko	Alberta Urban Municipalities Association
Debra Code	Enmax
Gerry Ertel	Shell Canada & CPPI
Long Fu	AB Environment
Tony Hudson	Alberta Lung Association
Steve Kennett	Pembina Institute
Myles Kitagawa	Toxics Watch (representing the Performance Evaluation Committee)
Martha Kostuch	Prairie Acid Rain Coalition
Al Mok	Suncor, CAPP
Bettina Mueller	Alberta Environment
Ken Omotani	TransAlta
Krista Phillips	CAPP (Observer)
Carmen Rieder	CASA
Anita Sartori	CNRL, CAPP
Nashina Shariff	Toxics Watch
John Squarek	CAPP (representing the Performance Evaluation Committee)
Mike Zemanek	Alberta Health and Wellness

Regrets

Christine Byrne	Imperial Oil, CAPP
Kerra Chomlak	CASA
Carolyn Kolebaba	Alberta Association of Municipal Districts and Counties
Alex Mackenzie	Alberta Health and Wellness
Colin Pate	Alberta Energy
Jason Schultz	TransCanada
Srikanth Venugopal	TransCanada

Bettina chaired the meeting, which began at 10.05. Quorum was achieved.

Action Items:

2.6	The Info Workshop Subgroup will contact speakers and arrange for presentations at the Nov, Dec and Jan meetings. 5Dec07 – Arrangements ongoing.	Bettina, Debra, Nashina	<i>Ongoing</i>
4.1	Martha and Jennifer to prepare presentation or document on regional ambient information for the team.	Martha, Jennifer	By next meeting
4.2	Martha to ask the CASA Board member representing Environment Canada about membership on this team.	Martha	By next meeting
4.3	Each sector should prepare their paper on suggested elements of a Clean Air Strategy in advance of the February workshop. These papers should be sent to Jennifer for circulation to the team before the workshop.	Each Sector, Jennifer	Before Feb workshop
4.4	Bettina will invite Ken Stubs to give a presentation to the team	Bettina	By next meeting
4.5	Jennifer to distribute the Environment Canada PowerPoint.	Jennifer	ASAP
4.6	Jennifer and Kerra to ask Alberta Energy for an update on the Integrated Energy Policy, specifically when the team could have a presentation.	Jennifer, Kerra	By next meeting
4.7	Jennifer will send copies of the PowerPoint files for all presentations given today to the team via email.	Jennifer	ASAP
4.8	Len will send St Albert's environmental management system document to Jennifer who will circulate it to the team via email.	Len, Jennifer	By next meeting
4.9	Myles will inquire about municipality-specific air emissions information with the Capital Airshed; Gerry will contact the city of Calgary.	Myles, Gerry	By next meeting
4.10	Steve will give the McManus report to Jennifer who will distribute it to the team via email.	Steve Maunder, Jennifer	By next meeting
4.11	Jennifer will bring the names of potential report writers to the next meeting for approval before the strategic planning workshop.	Jennifer	By next meeting
4.12	Jennifer will incorporate the team's comments into the workplan.	Jennifer	By next meeting
4.13	Bettina and Jennifer will contact the GVRD regarding recommendations for a strategic	Bettina, Jennifer	By next meeting

planning consultant.		
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1. **Administrative Items**

Agenda & Meeting Objectives

Len's presentation will be moved up to 12:30

A discussion point was added to discuss the ambient/emissions data circulated before the meeting. Some team members felt it would be useful to have regional emissions information by airshed and that a presentation on the material would be helpful including a Q and A session. Team members also said that a presentation would be useful if people had questions instead of emailing one at a time. Jennifer and Martha will work on a presentation to fill the missing gaps. AENV will respond to any questions on the ambient and emissions information provided at the next meeting.

Action item 4.1: Martha and Jennifer to prepare presentation or document on regional ambient information for the team.

Otherwise, the agenda and objectives were approved as drafted.

Meeting #3 (8 Nov 07) Minutes

Minutes approved as with minor editorial changes.

Review of Action items:

1.1	Bettina to contact Tim from Environment Canada about joining the team. <i>5Dec07 – Environment Canada does not have sufficient staff to participate at this time.</i>	Bettina	<i>Done</i>
1.2	Bettina/Kerra to find out how much the public consultation for Water for Life cost.	Bettina, Kerra	<i>Defer to public consultation subgroup</i>
1.7	Kerra to collect past CASA evaluations and the team will discuss further which parts of the existing strategy are still valuable.	Kerra, Jennifer	<i>Done at this meeting</i>
2.1	Contact EPCOR and ATCO for inclusion in this team <i>Invitations were extended; however, interest in participation was not expressed.</i>	Al, Ken	<i>Done</i>
2.2	Participation by the EUB will be discussed by Bettina and Colin Pate (Alberta Energy). <i>The EUB will participate and are in the process of selecting their representative.</i>	Bettina	<i>Done</i>

2.3	The Ambient / Emissions Subgroup tasked with reviewing information for the team will report back at the Dec 5 meeting. <i>Reports were circulated to the team before today's meeting</i>	Martha, Bettina, Long, Jason	<i>Done</i>
2.4	The co-chairs will present the timeline and budget again at the Dec 5 meeting	Co-chairs	<i>Done at this meeting</i>
2.5	The co-chairs will present the consultant RFP at the next meeting	Co-chairs	<i>Done</i>
2.6	The Info Workshop Subgroup will contact speakers and arrange for presentations at the Nov, Dec and Jan meetings.	Bettina, Debra, Nashina	<i>Carry forward</i>
2.8	Role of municipalities – determine who should present to the team or if information should be gathered by the Information Subgroup	Len, Carolyn	<i>Done</i>
2.9	Srikanth will ask for someone to present on the federal framework (Cecilia Clereau or Mike Biel) and integration <i>The federal government is not in a position to present; a PowerPoint will be circulated</i>	Srikanth	<i>Done</i>
3.1	Industry caucus should discuss membership of other industries to finalize the membership issue	Al Mok	<i>Done</i>
3.2	Compile a list of information for the team as per page 9 of the last meeting minutes.	Jennifer	<i>Done</i>
3.3	Compile an “ideas parking lot” based on discussion at the last meeting.	Jennifer	<i>Done</i>
3.4	Organize a list of secretariat functions.	Jennifer	<i>Done</i>
3.5	Circulate public consultation RFPs.	Public consultation subgroup	<i>Done</i>
3.6	Develop work plan and distribute to the team via email.	Co-chairs, Jennifer, Kerra	<i>Done</i>

While reviewing the action items, the team re-affirmed the importance of Environment Canada’s membership. They have indicated they cannot participate due to resource constraints.

Action item 4.2: Martha to ask the CASA Board member representing Environment Canada about membership on this team.

2. Process to Create a New Strategy

Some discussion at the last meeting focused on whether this team should update the original Clean Air strategy or should develop a new strategy. To facilitate discussion today, a process flow chart for developing a clean air strategy was prepared and circulated via email to the team. The process begins by gathering information and determining the priorities for the Clean Air Strategy. These priorities will be checked against the 1991 strategy to determine if there are lingering questions (i.e. why wasn't vehicle emission objective successfully implemented?) or if there are sections to keep and update.

With the information, priorities and 1991 check-in complete, the team can begin to develop the relevant sections of the strategy. There were possible sections on the flow-chart, but these were ideas, not decisions.

The parking lot and information gathering ("tracking strategic information) documents will be living documents. The parking lot will be attached to the minutes for every meeting. The information gathering document tracks the information the team has gathered, according to strategic questions posed at the last meeting. If team members have information that they feel should be collected (or have information readily available) they can contact Jennifer.

Strategic Planning Workshop

Following information gathering meetings in December and January, a strategic planning workshop would 'kickoff' the development of the Clean Air Strategy. A strategic planner could be hired to facilitate the workshop. If necessary, this might also be an opportunity to continue with the information-gathering presentations.

Members stressed the importance of clearly defined deliverables going into the workshop since a 2 day workshop is a significant time commitment. The team identified possible deliverables:

- Information gathering (finish compiling available information)
- Start the strategy's development (it was noted that completing the entire pyramid is unrealistic, but the team should work to complete the top 4-5 boxes)
- Develop a plan that will see the team through to the completion of the strategy
- Identify information gaps and a plan how to fill the gaps

Other objectives of the workshop included team building and fostering innovation. The co-chairs will work with Jennifer to further define the deliverables for the workshop.

The team agreed to have the workshop for two days in February. The best dates were: 7/8Feb, 12/13Feb or 13/14Feb. This will be the poll for dates to include members not able to make this meeting.

Suggested Elements of a Clean Air Strategy – documents by sector

Another way to help the team move forward is to work on documents that will clarify key elements of a Clean Air Strategy. The NGO caucus is currently planning to draft such a document. The document will be circulated to the team and is intended to initiate discussion.

Other sectors were encouraged to produce similar documents. Both industry and government caucuses indicated they would meet and work on their ideas for a Clean Air Strategy.

These documents will be an intermediate step to get ideas on paper for the purpose of discussion. They are meant to be high-level expectations and ideas for the Clean Air Strategy, focusing on priorities and ideas of what is important. It is a chance for each caucus to articulate their thoughts in a more structured manner to the entire team.

It is expected that these documents will feed into the strategic planning workshop. Each caucus was asked to send the documents to Jennifer in advance of the workshop for distribution to the team. The documents should also be made available to the strategic planner hired to facilitate the workshop.

Action item 4.3: Each sector should prepare their paper on suggested elements of a Clean Air Strategy in advance of the February workshop. These papers should be sent to Jennifer for circulation to the team before the workshop.

Information Presentations

It was suggested that Ken Stubs from the Metro Vancouver Air Shed could present to the team. The Metro Vancouver Air Shed has developed and implemented a successful clean air strategy.

Action item 4.4: Bettina will invite Ken Stubs to give a presentation to the team.

Other presentations for the January (possibly February) meetings:

Caroline Kolebaba (AAMD&C)

Dave Belyea (Cumulative Effects)

Water for Life

Land Use

Specifically for other frameworks, the team identified some questions:

- What questions were addressed?
- What was the process used to develop the strategy?
- What are the linkages between the other framework and the Clean Air Strategy?
- What public consultation processes were used?

Jennifer clarified that Environment Canada has indicated they are not able to make a presentation to the team at this time. There is a standard PowerPoint they have that will be distributed to the team.

Action item 4.5: Jennifer to distribute the Environment Canada PowerPoint.

Alberta Energy is also unable to present on the Integrated Energy Policy at this point. The team asked for a status update and a timeline.

Action item 4.6: Jennifer and Kerra to ask Alberta Energy for an update on the Integrated Energy Policy, specifically when the team could have a presentation.

3. *CASA Update and Performance Evaluation Committee*

Alberta Environment Conference – April 2008

The CASA secretariat would like to put in a proposal to present on the Clean Air Strategy at the conference. Although the strategy will not be completed by that time, the presentation could include what has been done, what will come next and what the implications of the strategy are.

The team agreed that the work of this team could be presented. Sharon will prepare a proposal for the conference.

CASA Performance Evaluations

The CASA bylaws require that performance evaluations be conducted every 3 years. The evaluations have been done in various ways:

1997: Evaluation by the full board of directors to test support for CASA. The outcome was an action plan.

2001: The CASA Board members asked, “Does CASA have the necessary elements in place to support the required work?” As a result of the evaluation, the CASA mandate was renewed for another 3 years.

2004: PAGE Management’s evaluation of CASA concluded that CASA is effective and has made progress on its mandate. Areas for improvement were raised and were addressed by various subcommittees.

2007: Review presently under way. Through a series of interviews with various government personnel, the 3 member review committee is looking at how well CASA supports the government of Alberta in strategic air quality planning.

John Squarek and Myles Kitagawa presented some of their preliminary findings. It was clarified that these are their “useful observations”, not the official findings of the Performance Evaluation Committee (PEC). The PEC still has a couple interviews and has yet to synthesize their information.

Based on their experience, John and Myles personal initial findings included:

Jurisdiction issues – It was recognized by all of the interviewees that Alberta Environment has formal responsibility for air quality planning; therefore, other departments defer air quality issues to AENV, even when there is an indirect impact on air quality by a department’s actions. The suggestion made was for a Government of

Alberta Clean Air Strategy, not a strategy restricted to AENV. In order to have a strategy for Alberta, ALL effected Alberta government departments should be included.

CASA has been successful on issues where there is a clearly defined regulatory responsibility and coherent stakeholder groups. However, newer issues emerging are largely unregulated and the stakeholders are more difficult to identify. Many of these issues involve open sources, not point sources. The new Clean Air Strategy should look forward to these emerging issues, to be more proactive, not reactive.

CASA is largely seen as a tool for Alberta Environment, not the other GoA departments. Getting these departments to the Clean Air Strategy team and table is very important. AENV is working on an internal strategy as a planning tool. The Clean Air Strategy will align internally with the AENV strategy.

There are emerging stakeholders such as the airsheds and community-based groups. Some of the airsheds are moving from monitoring to more of a management role. There are regional differences in the province that the Clean Air Strategy should attend to.

After the strategy's development, it could go to the cabinet as a whole, not only AENV. The CASA Board could give advice how to do take it to government, perhaps a standing policy committee.

Questions

Q1: What are unregulated sources, open sources identified in the interviews?

A1: Unregulated sources include vehicle emissions, home heating emissions, and solid fuel burning. These sources make up an increasing proportion of air pollution in Alberta and differ from the usual point source, regulated issues that CASA usually deals with.

Q2: Alberta Environment is working on an internal strategy. Does it cover how they will implement the Clean Air Strategy?

A2: Not explicitly. It is a strategic planning exercise of the department's management of air, land and water, not a strategic plan for air quality in Alberta (which is this team's task). AENV will take the Clean Air Strategy developed here as an integral part of their future planning for air quality. AENV representatives on this team can provide direction as to how best to align efforts of the team with AENV.

Q3: Were all of the interviewees from government?

A3: Yes, we interviewed 25 government employees that represented a range of positions in government. The interviewees also had a wide range of experience with CASA, from no experience, to project team experience to sitting on the CASA Board.

Q4: Was the deferral to AENV for air quality planning unanimous among government departments?

A4: The recognition for AENV's formal responsibility was unanimous. There was variation among departments how much they recognized their own responsibility for air quality.

Q5: How could this information influence the process for developing a Clean Air Strategy?

A5: Myles and John heard information they thought would be useful. In particular, the information relating to the GoA (versus only AENV) and making CASA and air quality planning more proactive would be useful for this team. John and Myles wanted to join the meeting today and noted that they felt the team was moving in the right direction.

Q6: Do you feel that the right government departments are at the table?

A6: There are departments that could be part of the Strategy that are not here. It is also a matter of getting the right person from the department to the table. In some cases, there were people in a given department that were unaware of the CAS team and felt it was important, and another person from the same department who knew of the team, but did not feel the strategy was a priority for the department.

The team thanked Myles and John for their continued interest in the team and presentation.

4. *Urban Municipalities (AUMA) and the Clean Air Strategy Presentation*

Len Bracko gave a presentation to the team describing the issues for urban municipalities related to the clean air strategy. Copies of the PowerPoint presentation will be circulated to the team via email after the meeting.

Much has changed in urban areas. The Heartland area has seen \$80 billion of industrial growth. The boom means more highways, more vehicles, more goods and services to transport. Commuting contributes to an estimated \$2 billion in health care costs due to mental and physical illnesses.

It is estimated that in the next 100 years, there will be 12 million people in Alberta. Urban areas need to start planning in order to avoid urban sprawl (building up, not out). We are losing farmland and increasing transportation due to urban sprawl.

Len pointed out numerous reasons why urban municipalities are having trouble managing air quality issues, many relating to capacity and availability of qualified personnel.

Regarding the link between the urban municipalities and the Clean Air Strategy, municipalities are closest government level to the individual level and have a strong role in public education. All orders of government should be involved – we cannot operate in silos. Information and best practices should be shared. Many urban municipalities are already taking action to curb their pollution through public transit programs (e.g. transit drivers turn off their vehicles if idling for more than 30 seconds); public education programs, public/private partnerships and buildings green buildings.

Municipal sustainable planning includes cultural and governance issues. It is long term: 25 year plans inform 10 year capital plans that lead to 3 year budgets.

Action item 4.7: Jennifer will send copies of the PowerPoint files for all presentations given today to the team via email.

Questions

Q1: Where are the voters at on environmental issues?

A1: The voters are very concerned about the environment but are reluctant to accept a tax increase to pay for initiatives. St. Albert has an environmental management system in place. Decisions affecting the environment are judged against this framework. Constituents do need to be educated as to where we are on environmental issues and where we need to go.

Q2: Could St Albert's environmental management system be shared with this team?

A2: Yes.

Action item 4.8: Len will send St Albert's environmental management system document to Jennifer who will circulate it to the team via email.

Q3: Does the municipal government have the capacity to regulate taxi cab fleets?

A3: Similar legislation has been met with negative feedback. The driving force for changes needs to come from the industry – i.e. a change would be cost efficient for cab companies *and* good for the air.

Q4: Within the context of developing the Clean Air Strategy, what would help encourage more environmentally conscious activities?

A4: Education. Once the strategy is in place, TV ads and other strategies should be pursued. Educating elementary school students has been an extremely effective way to reach families. On a municipal level, the ability to secure funding for environmental programs has also been vital to their success.

Q5: Are emissions inventories available for Alberta by municipality?

A5: Chem Info is available with GPS capability. This allows emissions data to be overlaid on a map in order to determine local emissions.

Q6: Are data available on an aggregate basis so as to determine the greatest pollution sources in cities? This may reveal "low-hanging fruit" for municipalities to target.

A6: AENV does not have this information by municipality, only by census division. However, the city of Calgary has issued statements like, "75% of emissions come from vehicles...", and so the information must be available.

The airsheds have real-time ambient air quality data on their websites.

Some of the airsheds have done emission inventories.

Action item 4.9: Myles will enquire about municipality-specific air emissions information with the Capital Airshed; Gerry will contact the city of Calgary.

5. Current Air Quality Management in Alberta Presentation

Martha Kostuch presented information on current air quality frameworks in Alberta. Copies of the PowerPoint presentation will be circulated to the team via email after the meeting.

Martha also provided a big-picture look at the various air quality commitments Alberta has made. She provided some examples of commitments under various jurisdictions.

- International agreements:
 - UNECE – Protocol to Abate Acidification, Eutrophication and Ground Level Ozone
 - Kyoto Protocol
 - Montreal Accord on Ozone Depleting Substances
- National agreements:
 - Canada Wide Standards for PM and Ozone
 - Environmental Code for the reduction of VOCs by 40% from adhesives and solids
- Federal government:
 - Standards/ requirements for automobile manufacturing
 - Standards and requirements for importation of appliances
 - CEPA standards
 - NPRI
 - Fuel quality
 - Clean Air regulations
- Alberta government:
 - AENV – approvals for industrial facilities
 - AENV – ambient air quality objectives
 - EUB – approvals for energy facilities
 - EUB – guidelines and directives (i.e. 60 and 2001-3)
 - NRCB – approvals for new and expanding confined feeding operations
 - Agricultural Operations and Protection Act, Minimum Distance Separation, other requirements to incorporate manure
- CASA frameworks:
 - SO₂ management framework
 - Acidifying Emissions
 - Pollution Prevention and Continuous Improvement
 - Flaring and Venting – upstream oil and gas
 - Electricity Management Framework
 - PM and Ozone framework
- Airshed Zones
 - 9 airshed zones
 - Monitoring
 - Communication / Education

- Some management
- NOT Managed by Alberta Environment:
 - Emissions from residential and commercial buildings
 - Emissions from vehicles – includes on and off road; airplanes; trains
 - Indoor Air Quality
 - Cumulative?

One theme of a few frameworks (Acidifying emissions, PM and Ozone, Flaring and Venting) is the idea of keeping clean areas clean. Instead of polluting up to a certain amount, then trying to manage a pollutant, these frameworks manage before a critical level is reached.

Questions

Q1: Specific pollutants have been reduced but has total pollution increased over the years?

A1: In some cases, this can be tracked closely; however, it depends on the pollutant and the source. For example, some oil sands activity has lower emissions, but because there are a large number of operations, emissions are high. The flaring and venting framework has significantly reduced pollution despite an increase in the number of operations.

Q2: Do other provinces allow flaring and venting?

A2: In theory, some don't. However, venting practices only became apparent in Alberta when industry was required to report volumes flared. Alberta's framework is very strict about these practices (e.g. venting can only be done if the amount released is too small to flare)

Q3: How do you see all of the frameworks presented linking into the Clean Air Strategy we are now trying to develop?

A3: The clean air approach to date has been reactive and primarily focused on specific pollutants. We need to consider what we want air in Alberta to be like. Also, we have been successful at managing point sources but less so with cumulative and non-industry sources. These issues should be addressed in the new strategy.

Q4: Based on your experience, how do we make this strategy successful?

A4: Alberta has one of the best multi-stakeholder processes. We have developed good frameworks but the challenge is in the follow-up. Are the agreements/recommendations implemented? This follow-up needs to be addressed in the new clean air strategy.

Q5: Can we learn from other frameworks such as the US EPA? Should we simply adopt the EPA approach?

A5: Development of the US approach to air quality was not a multi-stakeholder approach and the standards in the US are set differently than in Canada thus it would

not be appropriate to simply adopt the EPA framework. European systems involve market mechanisms that might be useful to consider.

All CAS team members are invited to the Ambient Air Monitoring Strategic planning Workshop on 15Jan08.

6. Upstream Oil and Gas Policy Integration Project Presentation

Steve Maunder presented information on the Upstream Oil and Gas Policy Integration Project (UOGPI). Copies of the PowerPoint presentation will be circulated to the team via email after the meeting. Hardcopies of a document that summarized outcomes were handed out to the team.

The UOGPI project adopts a broad definition of policy – basically any tool, mechanism or regulation, etc that influences or causes a change in behaviour. This definition suits the large scope of the project.

The project team reports to the Deputy Ministers of Alberta Energy, EUB, AENV and Sustainable Resource Development. The team has found it useful to make decisions very clear cut (if yes, we continue; if no, we stop) in order to maintain solid resource commitments.

Questions

Q1: Is it possible to see a more detailed outcomes document than the one handed out labeled "Appendix A"?

A1: Yes. The McManus report compiles all of the policies relevant to UOGPI into one document.

Action item 4.10: Steve will give the McManus report to Jennifer who will distribute it to the team via email.

Q2: Your outcomes are grouped into broad, general categories. How can this translate into operational-level decisions?

A2: These are the outcomes that we have. The level of measurability could be improved by having some clarity, but until they were all in place, we couldn't even have conversation on them because many policies were reactionary which wasn't well suited to outcomes. The general outcomes are the beginning of the process.

Q3: How did you select government departments that should be part of your process?

A3: It took time to build the appropriate team. A key contact person was selected from each agency. The focus remained on outcomes and not on structure in order to keep the team engaged and to ensure that the contact people could engage co-workers at their respective agencies. The next step is to determine structure/delivery.

7. Workplan

Timeline and budget draft documents were circulated to the team via email prior to the meeting.

Timeline

Some of the concerns raised with regard to the draft timeline were:

Completion of the framework draft (pyramid) in May/June is too late. This should be done by March and will be an outcome of the strategic planning workshop. Even if the team cannot move all the way down the pyramid (to Objectives or Tasks if necessary), the pyramid should be mostly completed by the end of the workshop. March would be a better time for completing the framework draft.

Vision, Mission, Beliefs & Values, Principles should be set before priorities. The workplan should be amended to move these 4 items before priority setting.

Time for stakeholder approval is missing. Some thought several months should be allowed for this; however, others felt that if representatives keep their stakeholders abreast of the team's work, less approval time will be necessary.

- The workplan does not include approval of the final draft by this group. It was clarified that approval of the "next-to-final" draft in December is intended to mean final approval by this team.

The report writer could be present at the strategic planning workshop in order to inform this individual and expedite final report preparation.

Action item 4.11: Jennifer will bring the names of potential report writers to the next meeting for approval before the strategic planning workshop.

Action item 4.12: Jennifer will incorporate the comments above into the timeline.

Budget

The budget, as drafted, is considered to be a rough estimate. Proposals and quotations are required to finalize the numbers. The budget will be a living document as the team assesses their needs.

AENV will be providing the funding, but as per CASA teams, additional funds can come from around the table.

8. RFPs

It was suggested that RFPs should not be brought to the team. Instead, the team should approve the purpose of the RFP (e.g. to hire a strategic planner) and the amount. If the group assigned the task requires more money, then they must come back to the team.

These RFPs were brought to the team after a request at the last meeting. This is a point of governance for the team which should be discussed and decided.

Public Consultation Discussion Paper RFP

It was felt that it would be useful to have most of the information gathering done before developing this RFP. The team could then make informed decisions as to the content of the discussion paper. The purpose of the discussion paper is to provide equal information to those being consulted.

Public Consultation RFP

This RFP is to hire a consultant to provide options for a public consultation plan. The team approved this purpose to a maximum of \$10,000.

Strategic Planner RFP

Team members with possible consultants should forward the names to Jennifer. The RFP also contains information about the workshop. If team members have ideas or questions regarding the workshop's objectives, they can contact Jennifer.

The team agreed that \$10,000 could be used to hire the strategic planner/workshop facilitator.

It was suggested that the GVRD could recommend a strategic planner.

Action item 4.13: Bettina and Jennifer will contact the GVRD regarding recommendations for a strategic planning consultant.

9. Meeting Wrap-up

- The next meeting will be 9 Jan 2008 in Calgary at Suncor.
- Adjourned at 3:30 PM

Appendix A: Parking Lot

Meeting #1: September 13, 2007

- The 1991 pyramid does not include a delivery mechanism or an accountability mechanism
- The Alberta Clean Air Strategy is also meant to be long lasting, not to change when federal regulations change.
- It was expressed that GHGs and air quality are linked.
- GHGs and climate change are not the same issue. The project team could consider GHGs that impact air quality, without discussion climate change.

Meeting #2: October 12, 2007

- Common themes may emerge from problematic air issues that can be addressed strategically.
- The process/framework should be testable – there should some evaluation component included. The team should be able to determine if the strategy can be implemented without getting into the details
- The new strategy must get down to the individual level and address how to engage Albertans.
- A decision-making process to respond to federal and municipal government initiatives should be included in the framework. Also, reciprocally, municipality representatives need clarification on how appropriate portions of the strategy can be taken back and implemented in municipalities. There was general agreement that the strategy should include links to municipal and federal governments
- It was agreed the following components would be addressed as part of the Clean Air Strategy:
 1. Integration (across jurisdictions and across media)
 2. Public engagement (what the individual person would do)
 3. Scope and timeframe of the strategy (e.g. 5 years out? 50?)
 4. Decision making process (at a high level – above the CASA CAMS process) for air issues. E.g. whether or not to use CASA on air issues.
- The strategy needs to address regional differences
- The public needs easy –to-understand information

Meeting #3: November 8, 2007

- The 1991 Strategy was for AENV and did not address other departments. Many issues involved the jurisdictions of multiple departments (e.g. vehicle emissions). Initiatives that worked well (in the 1991 strategy) were entirely within the regulatory tools of Alberta Environment while recommendations that fell outside the jurisdiction of Alberta Environment were not successful.
- The strategy should outline new roles and functions for government, industry and the public

- The items in the 1991 Strategy that were less successful generally involve public willingness to change behaviours (e.g. vehicle emissions, electricity conservation).
- There was a set criteria to assess issues and develop priorities in the 1991 review. They were:
 - o Agreed-upon problem definition
 - o Ease of implementation
 - o Significance to Alberta
- Information missing from the 1991 strategy includes:
 - o Lack of practical research and role of research centres
 - E.g. Environmental Health Institute or other research centres
 - o Government role-modeling
 - o Urban sprawl
 - o Public transit

Meeting #4: December 5, 2007

- There are issues and trends specific to some regions of the province. The airsheds monitor these trends and to a varying extent are involved with management.
- The CASA Board could provide advice how to take the Strategy to all of government, not only the Minister of Environment. Perhaps a standing policy committee would be useful.
- Urban municipalities already have environmental programs in place, largely focusing on education and public transit, which could be initial ways incorporate municipalities into the provincial strategy.
- IAQ is an important issue for urban municipalities
- Access to funding is an important factor for the success of urban municipal environmental initiatives
- There could be a mechanism for various levels of government to share information and best practices
- There could be a mechanism for the demand-side management of transportation issues
- The strategy should encourage policy to become more proactive, not reactive
- The strategy should include follow up on its implementation