

# MINUTES



## Non-Point Source Project Team Meeting #17

Date: Wednesday, June 28<sup>th</sup>, 2017

Time: 10:00 – 15:00

Place: Canadian Fuels Office, 350 7<sup>th</sup> Avenue SW, Calgary, Alberta

### IN ATTENDANCE

| <u>Name</u>       | <u>Stakeholder Group</u>                                      |
|-------------------|---|
| Atta Atia         | Alberta Agriculture & Forestry (AAF)                          |
| Jill Bloor        | Alberta Airsheds Council (AAC)                                |
| Tasha Blumenthal  | Alberta Association of Municipal Districts & Counties (AAMDC) |
| Bill Calder       | Prairie Acid Rain Coalition                                   |
| Rhonda Lee Curran | Alberta Environment & Parks (AEP)                             |
| Katie Duffett     | Clean Air Strategic Alliance (CASA)                           |
| Rob Hoffman       | Canadian Fuels Association (CFA)                              |
| Steve Marshman    | Alberta Canola Association                                    |
| Lauren Maris      | City of Red Deer  |
| Alison Miller     | Imperial Oil Ltd. (CAPP/CIAC)                                 |
| Corinna Mulyk     | Alberta Transportation  |
| Andrew Read       | Pembina Institute   |
| Tanya Sakamoto    | City of Calgary   |
| David Spink       | Prairie Acid Rain Coalition                                   |
| Martin Van Olst   | Environment and Climate Change Canada (ECCC)                  |
| Ruth Yanor        | Mewassin Community Council                                    |

### REGRETS

| <u>Name</u>      | <u>Stakeholder Group</u>                                      |
|------------------|---|
| Nadine Blaney    | Alberta Airsheds Council (AAC)                                |
| Jim Hackett      | ATCO  |
| Carolyn Kolebaba | Alberta Association of Municipal Districts & Counties (AAMDC) |
| Rupesh Patel     | Alberta Transportation  |
| Karla Reesor     | Alberta Airsheds Council (AAC)                                |
| Chandra Tomaras  | City of Edmonton  |
| Scott Wilson     | Alberta Motor Association (AMA)                               |

| Action Items  | Who                      | Due     |
|---|--------------------------|---------|
| 2.1: The NPS Project Team will send Katie any additional NPS resources including information on actions to address NPS in Alberta and any references outside Alberta (i.e. National/International and/or cross-jurisdictional reviews). | All Project Team Members | Ongoing |
| <b>March 30<sup>th</sup>, 2017</b>  |                          |         |



# MINUTES



|   |                   |                              |
|---|-------------------|------------------------------|
| 14.19: Coordinate meetings with the federal government stakeholders for feedback on the ideas for potential management action.  | Martin Van Olst   | June 16, 2017                |
| 14.20: Coordinate review of the ideas for potential management action with provincial government departments (e.g. Alberta Health, Municipal Affairs, NRCB).  | Rhonda Lee Curran | June 16, 2017                |
| 14.21: Arrange a conversation with their energy stakeholders about the ideas for potential management action.   | Rob Hoffman       | June 16, 2017                |
| 14.22: Arrange conversation meeting(s) with trucking associations on relevant ideas for potential management action.  | Rob Hoffman       | June 16, 2017                |
| <b>June 28<sup>th</sup>, 2017</b>   |                   |                              |
| 17.1: Project Team members to provide Katie with their holiday schedules for July and August.   | Project Team      | ASAP                         |
| 17.2: Draft a template form for the report review. The template will then be distributed along with instructions for the review when the first draft of the report is provided to the project team. | Katie Duffett     | July 14 <sup>th</sup> , 2017 |
| 17.3: Provide Andrew with some wording regarding efforts to harmonize trucking regulations for inclusion in the on-road heavy duty vehicle recommendation 3.  | Corinna Mulyk     | ASAP                         |
| 17.4: Contact Nancy and ask her to consider ongoing/planned programs to address non-point sources and determine where it should be located in the report.   | Katie Duffett     | ASAP                         |
| 17.5: Update the recommendation overview package and distribute it to the project team along with a template for submission of any comments/concerns.   | Katie Duffett     | ASAP                         |
| 17.6: Schedule a project team meeting for review of the revised draft report for the end of August.   | Katie Duffett     | ASAP                         |
| 17.7: Review the performance measures and send any revisions to Katie for inclusion in the final report.  | Ruth Yanor        | July 1 <sup>st</sup> , 2017  |
| 17.8: Send draft performance measures on the Knowledge of NPS and open-air burning recommendations to Katie, Ruth, and Rhonda Lee for review.   | David Spink       | July 1 <sup>st</sup> , 2017  |
| 17.9: Draft a communications section for the draft NPS final report and send to the technical editor.   | Katie Duffett     | July 1 <sup>st</sup> , 2017  |

## Agenda

1. Administrative Items
  - a. Approve the draft agenda and meeting objectives
  - b. Review and approve meeting #16 and #16B minutes, and review the action items.
  - c. Team member availability
  - d. Key announcements from Project Team members



2. Project Timeline
  - a. Brief review of project timeline for September completion
  - b. Review status of work on individual report components
    - i. Which have already been submitted to the technical editor?
    - ii. How soon will the remaining elements be completed?
  - c. Timeline for any changes to recommendations resulting from the June 28<sup>th</sup> meeting
3. On-road heavy duty vehicles
  - a. Any additional stakeholder feedback
  - b. Performance measures
  - c. Provisionally approve recommendation 3 (commercial vehicle inspection criteria and weight thresholds)
4. Project Timeline (cont'd)
  - a. Expectations for draft report review
5. Gasoline distribution
  - a. Any additional stakeholder feedback
  - b. Performance measures
  - c. Provisionally approve recommendation
6. Construction and road dust
  - a. Any additional stakeholder feedback
  - b. Performance measures
  - c. Provisionally approve recommendation
7. Residential wood burning
  - a. Any additional stakeholder feedback
  - b. Performance measures
  - c. Provisionally approve recommendation 1
8. Performance Measures
  - a. Review performance measures for draft recommendations previously provisionally approved
9. Communications Subgroup
  - a. NPS message map
  - b. Path forward for future communication/coordination
10. Next Steps
  - a. Next meeting date
  - b. Other business?
11. Adjournment

## 1. Administrative Items

The meeting was called to order by Alison at 10:00.

The agenda was reviewed and approved without amendment.

The meeting minutes from the May 29<sup>th</sup> and May 31<sup>st</sup> meeting were reviewed and approved pending some minor revisions.

The action log was updated:



- 14.19 – This item is in progress and will be completed by mid-July.
- 14.20 – This item is in progress and will be completed by the end of July.

Project Team members were asked to provide Katie with their vacation schedule so that any extended absences during the report review period will be known in advance.

**Action Item 17.1:** Project Team members to provide Katie with their holiday schedules for July and August.

Key announcements from Project Team members included:

- Work has begun on the national Zero Emission Vehicle Strategy. A report on barriers to deployment and options to address those barriers will be available later this summer, which may help inform the light duty vehicle recommendations. The national strategy will be developed subsequent to completion of that report.
- The CASA AAAQO (Ambient Air Quality Objectives) Project Team is underway with their next meeting in September. Initially they are looking at PM<sub>2.5</sub> and aim to complete the review and potential update by March 2018.

## 2. Project Timeline

The project timeline and task list were reviewed. The deadline for recommendations to be provisionally approved and sent to the technical editor is the end of June.

Review of the first draft of the final report was scheduled for mid-July to early August. The report will be hosted on Google Documents to allow people to make editorial changes to the document, but more substantive changes will be submitted on a separate form to allow for easier consolidation of the requested changes.

**Action Item 17.2:** Katie to draft a template form for the report review. The template will then be distributed along with instructions for the review when the first draft of the report is provided to the project team.

## 3. On-Road Heavy Duty Vehicles

The changes made to the recommendations following the last meeting were reviewed.

Discussion on the weight threshold component of recommendation 3 had been tabled pending feedback from Alberta Transportation. Feedback had been received and indicated that there was no objection to the recommendation, but any potential change would not happen quickly. There is ongoing work towards harmonization of trucking regulations, and weight thresholds will be looked at in this process.

**Action Item 17.3:** Corinna to provide Andrew with some wording regarding efforts to harmonize trucking regulations for inclusion in the on-road heavy duty vehicle recommendation 3.

Given the ongoing effort to harmonize trucking regulations, the component of recommendation 3 regarding weight thresholds will be removed and support for the harmonization will be included in the background and rationale.

Recommendation 3 was provisionally approved pending the above referenced revisions.

Additional modifications were requested to the other on-road heavy duty recommendations, as follows:

- Recommendation 4 (long-haul freight strategies) should explicitly include municipalities as stakeholders.
- Recommendation 2 (SmartWay partnership) should have the wording revised to recommend membership in the SmartWay program as an evaluation criteria for procurement.
- Many companies already use SmartWay membership as a consideration for procurement. These companies should be listed in the practicality section of the recommendation.

## 4. Project Timeline (cont'd)

The task list was revisited, and it was noted that while ongoing and planned initiatives for addressing non-point sources by other organizations are mentioned in the recommendation and rationale sections, there isn't a dedicated portion of the report which lists the initiatives/programs and indicates that if they don't proceed, further work will be needed in those areas. This information could potentially fit in several different sections of the report and should be flagged for the technical editor's consideration.

**Action Item 17.4:** Katie to contact Nancy and ask her to consider ongoing/planned programs to address non-point sources and determine where it should be located in the report.

There was further discussion on the expectations for the draft report review. To aid in the review, the recommendation package overview document will be updated and provided to the project team so that the recommendations themselves can be reviewed prior to the distribution of the draft report.

**Action Item 17.5:** Katie to update the recommendation overview package and distribute it to the project team along with a template for submission of any comments/concerns.

The Air Zone Reports from the Technical Task Group may be useful reference material during the draft report review, and as such should be easily accessible on the CASA website.

An additional meeting in late August to review the revised draft report (draft 2 anticipated) would be useful and should be scheduled.

**Action Item 17.6:** Katie to schedule a project team meeting for review of the revised draft report for the end of August.

## 5. Gasoline Distribution



The changes made to the recommendation following the previous discussion were reviewed.

Additional changes were requested:

- The wording of the recommendation should be shortened to the first sentence in the current draft recommendation. The remainder of that paragraph should be added elsewhere in the document, related to practicality.
- References to PM<sub>2.5</sub> should be corrected to “ambient PM<sub>2.5</sub>.”
- Information on the benefits of stage 1 VRUs will be moved earlier in the document to the background and rationale section.
- Recommendation wording will be changed to remove the “industry recommends” phrase.
- References to nitrous oxides should be changed to nitrogen oxides.
- Wording around the expectation that most trucks would require retrofitting will be clarified to indicate it is based on information from Canadian Fuels.

The recommendation was provisionally approved pending the revisions identified above.

## 6. Construction and Road Dust

The changes made to the recommendation following the last meeting were reviewed.

Additional changes were requested:

- In the Environmental Impact Assessment Guidelines, the Government of Alberta requires that projects that are subject to EIAs look at dust emissions associated with construction. It requires information on how dust is managed using the best available controls. It is good rationale for development of a best practices guide and should be included in either the background and rationale or compatibility sections.
- Industrial associations should be included as a stakeholder.
- The recommendation wording should be changed to “create and disseminate best management practices and encourage adoption.”
- The completion, dissemination, and use of the best practices guide are performance measures. That information could be obtained several ways and will be left to the organizations assessing the recommendation success to decide.
- Reduction of PM<sub>2.5</sub> from road dust had been identified in the document as a performance measure, but should be removed given it is typically not directly measured.
- A reduction in complaints related to construction and road dust will be added as an indicator in the performance measures section.
- The wording in the third bullet of the recommendation will be revised to specify the stakeholders and remove the vague word “them.”

The recommendation was provisionally approved pending the changes identified above.

## 7. Residential Wood Burning

The changes made to recommendation 1 following the last meeting were reviewed.

Additional changes were requested:



- The building code already considers energy efficiency, so the recommendation will be reworded to include only the air quality impacts of homes.
- The first part of the first recommendation will be changed to “evaluate and identify the barriers to retrofitting, fuel switching, or replacing old wood burning space-heating equipment.”
- Municipal Affairs is involved with the building code and should be identified under stakeholders.
- Information on the efficiency and emissions for masonry fireplaces should be included in the background and rationale if possible.
- There are insurance implications to replacing or retrofitting old equipment. The Insurance Bureau of Canada would be able to provide that information and it should be included as a performance measure.
- Development of a strategy and programs should be added as a performance measure.

The recommendation was provisionally approved pending the changes identified above.

Recommendation 2 had been provisionally approved at a previous meeting, but was briefly revisited to review the changes requested at that meeting.

Additional changes were requested:

- The advice to implementers section should include a note that the second bullet of recommendation 2 is also applicable to recommendation 1.
- The average length of air quality events is not an appropriate performance measure given the number of influencing factors. Instead, an indicator will be whether or not municipalities are enacting advisories or fire bans during air quality events.
- Airsheds should be included as stakeholders.

## 8. Performance Measures

The table of recommendations and their associated performance measures was reviewed, with the caveat that the information in the table did not represent the most recent versions of the recommendations in some cases.

Many of the performance measures don't specify timelines or who will be responsible for their implementation. Timelines are difficult to provide given the recommendation implementation timing is unknown, so they can be identified in the report as near, medium, or long term performance measures. Some recommendations are lacking performance measures entirely, and some have placeholders which need further consideration.

**Action Item 17.7:** Ruth to review the performance measures and send any revisions to Katie for inclusion in the final report.

**Action Item 17.8:** David to send draft performance measures on the Knowledge of NPS and open-air burning recommendations to Katie, Ruth, and Rhonda Lee for review.



## 9. Communications Subgroup

Katie provided an update on the Communications Subgroup.

The Subgroup had been tasked with determining a lead for coordination of future communication between the organizations involved in the April 12<sup>th</sup> workshop. The AAC had indicated interest, but at this point is unable to commit to taking the lead due to their funding uncertainty. The Subgroup decided to pass the project to the CASA Communications Committee, who will determine whether or not having CASA host another workshop is appropriate.

The NPS message map was reviewed, and some minor changes were suggested, including:

- A change of wording to the text around health risks associated with PM<sub>2.5</sub> to remove specific reference to “premature death” as, although scientifically accurate, a concern was expressed that it appeared alarmist. The wording now focuses on actions people can take to reduce exposure.
- The report on PM<sub>2.5</sub> from the World Health Organization should be included on the second page.
- Information on the AQHI app should be added either to the message map itself or to the second page.

The message map was approved with the changes identified above.

It was noted that a communications section had not been identified in the task list for the final NPS report.

**Action Item 17.9:** Katie to draft a communications section for the draft NPS final report and send to the technical editor.

## 10. Next Steps

The next NPS Project Team meeting is scheduled for August 9<sup>th</sup>. The meeting will be to review the feedback received on the draft report and determine whether or not the report could be finalized in time for the September Board meeting.

## 11. Adjournment

The meeting was adjourned at 15:00.

