

# Minutes



## Odour Management Team, Meeting #5

Date: November 14, 2013

Place: Edmonton Waste Management Centre, Edmonton, Alberta

### In attendance:

Name	Stakeholder group
Humphrey Banack	Alberta Federation of Agriculture
Ann Baran	Southern Alberta Group for the Environment
Keith Denman	Alberta Environment and Sustainable Resource Development
Francisco Echegaray	Natural Resources Conservation Board
Amy Elefson	The Lung Association
Joseph Hnatiuk	Canadian Society of Environmental Biologists
Jim Lapp (12:30-1:30pm)	City of Edmonton
Ruth Mitchell	Alberta Health
Tanya Moskal-Hébert	Alberta Agriculture and Rural Development
Gary Redmond	Alberta Airsheds Council (Alberta Capital Airshed)
Tracy Smith	CAPP (Shell)
David Spink	Prairie Acid Rain Coalition
Gord Start	Alberta Forestry Processors Association (Hinton Pulp)
Alan Stuart	Alberta Food Processors Association (Bassano Growers Ltd)
Angella Vertzaya	Alberta Urban Municipalities Association (City of Edmonton)
Celeste Dempster	CASA
Robyn Jacobsen	CASA

### Action Items:

Action Items	Who	Due
4.2: Celeste will prepare a written submission for the AER process and send it to the team for review.	Celeste	22 November 2013
5.1: Celeste will investigate funding opportunities from Environment Canada.	Celeste	By next meeting.
5.2: Keith will provide an overview of Three Creeks, Alberta situation when it is appropriate with the team's needs.	Keith	As appropriate.
5.3: David will provide a summary of the "Integration of Odour Data for the Human Exposure Monitoring Program (HEMP)" report.	David	By next meeting.
5.4: Celeste will obtain and share the CEMA workshop final report.	Celeste	ASAP.
5.5: Celeste will poll for dates meeting #6 (Edmonton).	Celeste	ASAP.
5.6: Celeste will poll for dates meeting #7 (Calgary).	Celeste	ASAP.
5.7: Celeste will share Jim Lapp's presentation with the team.	Jim, Celeste	ASAP.

## 1. Administrative Items

David chaired the meeting which began at 10:00am. Participants introduced themselves and were welcomed to the meeting. Quorum was achieved.

The agenda and meeting objectives were approved.

The minutes from meeting #4 were reviewed and approved. The action items from meeting #4 were updated as follows:

<b>Action Items</b>	<b>Who</b>	<b>Status</b>
4.1: Celeste will distribute the link to the AER website as well as the link to register for the hearing in Peace River.	Celeste	Complete.
4.2: Celeste will prepare a written submission for the AER process and send it to the team for review.	Celeste	Carry forward. See Item 2 - AER update.
4.3: The industry caucus will send Celeste the names of industry representatives for the complaints and health task groups.	Industry members	Complete.
4.4: Celeste will poll for dates for the complaints and health task groups' meeting #1.	Celeste	Complete.
4.5: Celeste will investigate funding opportunities with the Toronto Dominion Bank Friends of the Environment Foundation.	Celeste	Complete. See additional information below.
4.6: Joseph will investigate funding opportunities at the federal level.	Joseph	Complete. See additional information below.
4.7: Celeste will type up the types of odour issues and situations identified and circulate to the team and task groups.	Celeste	Complete.

Additional Information:

Action Item 4.5: TD Friends of the Environment Foundation funding is available to organizations that are registered Canadian charities, educational institutions, municipalities, and aboriginal groups. The Odour Management Team does not meet the eligibility criteria.

Action Item 4.6: Joseph shared with Celeste a link to Environment Canada's funding programs.

***Action Item 5.1: Celeste will investigate funding opportunities from Environment Canada.***

## 2. Updates

CASA Update:

- The next CASA Board meeting will be December 12 in Edmonton.
- The Electricity Framework Review Team is currently exploring the question of how the federal Greenhouse Gas Regulation for coal-fired plants impacts the Alberta situation, from a macro- and micro-economic perspective.
- At the June 6 Board meeting, the Board reviewed a Statement of Opportunity for non-point source emissions (NPS) management and decided that further clarification was needed before a decision could be made if/how CASA would proceed with work in this area. To this end, the Secretariat hosted a facilitated workshop on October 22 in Calgary. Participants were asked to list priority concerns, brainstorm existing initiatives, and identify potential opportunities. From these discussions, the group identified **three priority** opportunities to address NPS - **Understanding the NPS issue:** emissions inventory, data management, and modeling; **Assessing options for action:** templates and tools, and; **Building awareness and support.** The proceedings document from the workshop will be shared with the Board at their December meeting and the Board will discuss next steps. The proceedings are available on the CASA website.

#### Other Odour Initiatives Update:

- Alberta Energy Regulator (AER) proceeding 1769924: The panel held an organizational meeting on October 7<sup>th</sup> to discuss the scope and process for the proceeding. Subsequently, a report outlining the scope, process, and schedule was released on October 23<sup>rd</sup>. The due date for factual background submissions (see Action Item 4.2) is November 25<sup>th</sup>. Celeste has prepared a short overview of the work of the project team and will send it to the team for review in time to submit for the November 25<sup>th</sup> deadline. The team will have one week to review the submission. If there are any significant comments Celeste will work with the co-chairs to finalize the submission. The proceeding will take place on January 21<sup>st</sup>. All proceeding documents are available from the AER website: <http://www.aer.ca/applications-and-notice/hearings/proceeding-1769924>.

***Action Item 5.2: Keith will provide an overview of Three Creeks, Alberta situation when it is appropriate with the team's needs.***

- Human Exposure Monitoring Program (HEMP): In 2009, the Wood Buffalo Environmental Association's (WBEA) HEMP decided to focus their program on odours. They have an e-nose in use in Fort MacKay and have purchased and are using a pneumatically focused gas chromatograph to measure VOCs and reduced sulphur compounds on a semi-continuous basis. They are also engaged in a community member odour monitoring program in Fort McMurray. HEMP recently held a meeting to review its progress and discuss how to proceed. Going forward, HEMP will be funded under the Joint Oilsands Monitoring program. HEMP also undertook through a contract scientist (Tom Dann) an "Integration of Odour Data for the Human Exposure Monitoring Program (HEMP)" project.

***Action Item 5.3: David will provide a summary of the "Integration of Odour Data for the Human Exposure Monitoring Program (HEMP)" report.***

- The final report from the Cumulative Environmental Management Association (CEMA) workshop held on September 11<sup>th</sup> 2013 (see minutes from OMT meeting #4 for overview) is available.

***Action Item 5.4: Celeste will obtain and share the CEMA workshop final report.***

### **3. Task Group Updates**

Celeste provided an update on the three task groups. She also noted that each task group now has a folder on the team's login page. Task group membership lists are appended (see below).

#### Complaints Task Group:

- The task group now has industry representation and has scheduled its first meeting for November 15<sup>th</sup>.

#### Odour Assessment Task Group:

- The task group held its first meeting on October 10<sup>th</sup> where they had an in-depth discussion about how to action their workplan. They are currently working on a table of contents to help them determine what information they need to gather and the best way to do so.
- The next meeting is scheduled for November 26<sup>th</sup> where the task group will continue their discussion on information gathering.
- There are no budget considerations at this time.

#### Health Task Group:

- The task group now has industry representation and held its first meeting on November 4<sup>th</sup>. The task group had an in-depth discussion about how to action their workplan. They determined that the next step is to gather information about currently available tools that track health-related impacts of odour. They have created a list of documents that could contain such information and a template to determine what information is available from each document.
- The next meeting is scheduled for December 3<sup>rd</sup> where the task group will review the results of the template exercise and discuss next steps.
- There are no budget updates at this time.

The Health Task Group had a scope-related question concerning whether animal health is included in their work. The team discussed this issue and determined that, although animal health is a concern, addressing it at this point would make the scope of work for the Health Task Group and the team too large. It could be noted as an area for future work in the final report. The Health Task Group should keep their work focused on human health.

The team had a general discussion about the progress of the task groups. The team noted that task group formation occurred later than was originally anticipated. This may affect timelines for the overall team. The team expects to have a better understanding of overall timelines and whether work is on track once the task groups have more fully fleshed out their workplans.

The team was reminded that task groups may be asking them for electronic approvals vis-à-vis RFPs as described in the process outlined at meeting #4 (see minutes from meeting #4).

## **4. Communication with Task Groups**

There have been several inquiries from team and task group members about how task groups will receive timely feedback from the team (i.e., in between regular team meetings). In order to provide feedback, team members may need to go back to their stakeholders for guidance. The team broke into the three caucus groups (NGO/airshed, industry, government) to discuss:

- What are your information needs with respect to the task groups?
- What is the best way to get this information?

After the small group discussion each caucus provided a report back to the team.

#### Government:

- The caucus discussed internal departmental workings and how these can be coordinated.
- The caucus would like to have a short 1-page update after each task group meeting that gives an update on what happened at the meeting, any decisions that were made, and any items that require feedback from the team. This could be used to solicit feedback internally and keep team members informed about the work of the task groups.
- Task group government representatives should be in contact with the team-level government representatives/caucus.

#### Industry:

- The caucus discussed that they would be in contact with task group representatives for relevant updates. Any requirements for feedback could then be shared with the team-level industry caucus.

- There was also support for the idea of a 1-page update after each task group meeting.

#### NGO + airshed:

- The Alberta Environmental Network (AEN) has a Clean Air and Energy caucus which has regular conference calls to discuss CASA initiatives. AEN team members will work to include AEN task group members in this process.
- The Lung Association will work with other NGO members to ensure they are kept informed and can consult with their members.
- The Alberta Airshed Council has representation on each of the task groups and will facilitate conference calls as appropriate to share information.
- There was also support for the idea of a 1-page update after each task group meeting.

*After each task group meeting Celeste will prepare a 1-page update to send to the team.* This update will:

- Have a standardized format
- Use bullets
- Note status/highlights, key decisions, and any items requiring team feedback

## 5. Funding Update

The team received an update on funding:

- ESRD grant:
  - Funding from ESRD (\$150,000) has been received.
- NAPECA:
  - A pre-proposal to the North American Partnership for Environmental Community Action (NAPECA) grant program was submitted for \$40,000. The pre-proposal was not selected as a candidate for funding.

*Action Item 5.5: Celeste will inquire as to why CASA was not selected for the NAPECA grant.*

- Industry:
  - CAPP is prepared to provide funding, with the request that these funds are tied to a specific deliverable.
  - The Alberta Forest Products Association cannot commit any funds at this time. It is not usually the prerogative of the AFPA to provide funding; rather it is at the discretion of the individual pulp mills (who are members of the AFPA). However, if a specific funding request came up that was linked to a deliverable that is of particular interest to AFPA and its members they may be open to discussion.
  - Discussions within the agricultural sector continue although there is no commitment at this point in time to provide funds.

## 6. Next Steps

The team reviewed the action items from today's meeting.

Objectives for meeting #6: (late January)

- Hear a substantive task group presentation update, which includes:
  - Status, workplan (schedule, deliverables), budget, timelines, membership
  - What support is required from the OMT?
  - What obstacles do the task group foresee?

- Provide direction and feedback to the task groups as required.
- CASA update as well updates on other odour initiatives
- Funding check-in.
- Hear any feedback from the Board.

***Action Item 5.5: Celeste will poll for dates meeting #6 (Edmonton).***

Objectives for meeting #7: (early March)

- The team will begin discussions about the four remaining areas of work in the project charter.

***Action Item 5.6: Celeste will poll for dates meeting #7 (Calgary).***

The team will provide a status report to the Board in December which will include updates on task groups and funding as discussed in today's meeting.

## **7. Presentation and Tour**

After lunch, the team heard a presentation from Jim Lapp of the Edmonton Waste Management Centre about the odour management strategies being used at the Centre.

***Action Item 5.7: Celeste will share Jim Lapp's presentation with the team.***

The team was then given a tour of the Edmonton Waste Management Centre.

The meeting adjourned at 3:30pm.

## Appendix 1: Task group membership

### Complaints Task Group:

First Name	Last Name	Organization Name	Title
Ann	Baran	Southern Alberta Group for the Environment	Member
Michael	Bisaga	LICA	Alternate
Roxane	Bretzlaff	Canadian Natural Resources Limited	Member
Keith	Denman	Alberta Environment & Sustainable Resource Development	Member
Francisco	Echegaray	Natural Resources Conservation Board	Corresponding Member
Christian	Felske	City of Edmonton	Member
Jennifer	Fowler	Hinton Pulp, A Division of West Fraser Ltd	Member
Joseph	Hnatiuk	Canadian Society of Environmental Biologists (CSEB)	Member
Sandi	Jones	Alberta Agriculture and Rural Development	Alternate
Carolyn	Kolebaba	Alberta Association of Municipal Districts & Counties	Member
Jim	Lapp	City of Edmonton	Alternate
Darren	Morissette	Peace Airshed Zone Association (PAZA)	Member
Tanya	Moskal-Hebert	Alberta Agriculture and Rural Development	Member
Ludmilla	Rodriguez	Alberta Health Services	Member
Merry	Turtiak	Alberta Health	Member
Dalene	Wilkins	Alberta Energy Regulator	Member

### Odour Assessment Task Group:

First Name	Last Name	Organization Name	Title
Atta	Atia	Alberta Agriculture and Rural Development	Alternate
Phyllis	Chui	Alberta Environment & Sustainable Resource Development	Member
Ike	Edeogu	Alberta Agriculture and Rural Development	Member
Ruth	Mitchell	Alberta Health	Corresponding Member
Gerald	Palanca	Alberta Energy Regulator	Member
Tracy	Smith	Shell Canada Limited	Member
David	Spink	Prairie Acid Rain Coalition	Member
Abena	Twumasi-Smith	The Wood Buffalo Environmental Association	Member
Kevin	Warren	Parkland Airshed Management Zone	Alternate

Health Task Group:

<b>First Name</b>	<b>Last Name</b>	<b>Organization Name</b>	<b>Title</b>
Irena	Buka	Mother Rosalie Health Services Centre	Corresponding Member
Laurie	Cheperdak	Alberta Environment and Sustainable Resource Development	Member
Raquel	Feroe	Alberta Environmental Network	Member
Alvaro	Osornio-Vargas	University of Alberta	Member
Cindy	Quintero	Hinton Pulp, A division of West Fraser Mills Ltd.	Member
Bob	Scotten	West Central Airshed Society/Palliser Airshed Zone	Member
Karina	Thomas	Alberta Health	Member
Opel	Vuzi	Health Canada Alberta Region	Member