

Final Minutes



Ambient Monitoring Strategic Planning Team Meeting #36

Date: Thursday March 13, 2008
Time: 1:30 pm – 4:00 pm
Place: Teleconference

In attendance:

Name	Stakeholder group
Brian Free	CASA
Bob Myrick	Alberta Environment
Ian Peace	Residents for Accountability in Power Industry Development
Roxanne Pettipas	ConocoPhillips
David Spink	Prairie Acid Rain Coalition
Brian Wiens	Environment Canada
Kevin Warren	Parkland Airshed Management Zone
Angela Ball	TransAlta
Ken Omotani (for 15 Minutes near end of meeting)	TransAlta

With regrets:

Name	Stakeholder group
Michael Bisaga	Lakeland Industry and Community Assoc.
David McCoy	Husky
Findlay MacDermid	RAPID
Bettina Mueller	Alberta Environment
Keith Murray	Alberta Forest Products
Chris Severson-Baker	Pembina Institute
James Vaughan	ERCB
Mike Zemanek	Alberta Health and Wellness

Action Items:

Action items	Who	Due Date
33.9: The co-chairs and other team members as appropriate will brief the new Deputy Minister about informing the minister about the AMSP and funding.	Bob Myrick, Roxanne Pettipas	April
36.1: Assign team members to breakout sessions to act as recorders.	Brian Free	March 17
36.2: Advise Brian Free regarding workshop funding from their organizations.	Roxanne Pettipas, Angela Ball	ASAP

36.3: Add the CASA logo/template to all of the PowerPoint presentations.	Brian Free	Friday March 14
36.4: Presenters will make final revisions to their PowerPoints and send them to Brian Free for final formatting and distribution.	Bob Myrick, Roxanne Pettipas, Brian Wiens, Ian Peace, Kevin Warren, David Spink	March 17

Meeting began at about 1:45pm. Brian Wiens, Bob Myrick and Brian Free were in the CASA office; Roxanne Pettipas, Angela Ball and Ian Peace were at ConocoPhillips in Calgary; David Spink, Kevin Warren and Ken Omotani dialled in from individual locations.

Quorum was achieved. Bob Myrick chaired.

1) Administration

a. Approve agenda and meeting purpose

Bob reviewed the meeting purpose and the agenda. An item regarding AENV's position on a couple of specific issues was added to the agenda just before we discuss the slide presentations. The revised agenda was approved.

b. Approve minutes from Meeting #35.

The Minutes from Meeting #35 were approved with no changes.

c. Review action items from Meeting #35

Action items	Who	Status
29.5: Revise steps used to calculate costs to include the extra costs of sampling in remote locations for the passive network.	Bob Myrick	Done.
31.2: Contact Carolyn Kolebaba, AAMD&C and Len Bracko, AUMA to ensure representatives can attend the workshop.	Brian Free	Done.
33.9: The co-chairs and other team members as appropriate will brief the new Deputy Minister about informing the minister about the AMSP and funding. <i>Bob reported that Peter Watson is now DM of Energy. Former ADM Jim Ellis is the new DM of AENV and former ADM John Knapp is DM of Agriculture and Rural Development.</i>	Bob Myrick, Roxanne Pettipas	April
34.3: Draft an email, to be sent by Roxanne and Bob, to co-chairs of other teams asking them to ensure at least one member of each team attends the upcoming workshop.	Brian Free	Done.

34.6: Draft a paragraph (or a table) to describe how each objective meets the goals of PP/CI and KCAC for incorporation into the topic summary.	Ian Peace	Done.
35.1: Prepare an example of funding attribution for particulate matter monitoring.	Bob Myrick	Done.
35.2: Arrangements will be made for an airsheds dinner meeting following our March 19 workshop.	Brian Free	Done.
35.3: Incorporate section 8.4 of the November draft report into the Data Management topic summary.	Brian Wiens	Done.
35.4: Add a recommendation that a precipitation study be undertaken to determine quality control needs.	Brian Free	Done.
35.5: Revise and circulate the workshop agenda	Brian Free	Done.
35.6: Notify the team regarding the March 13 meeting.	Brian Free	Done.

d) CASA Update

- Deferred until next meeting.

2. Update on Workshop registration and preparations.

Workshop structure

- Reviewed the flow of the agenda
- Agreed to have all three morning breakout groups address all three topics of the Framework, the Network and Funding. However, the topics will be ordered differently in each session. Expect more time to be spent on the first topic.
- Delegates will be asked to pick among the three session rooms and spread themselves out evenly. Won't pre-assign delegates to the breakout sessions.

Collecting feedback

- No changes to the feedback form.
- Kim Sanderson will record the main discussion points during the plenary sessions. AMSP team members not presenting nor answering questions will record discussion points in the breakout sessions.

Action Item 36.1: Brian Free will assign team members to breakout sessions to act as recorders.

Recruitment

- Recruitment has been successful with almost 50 delegates to date.

Materials for delegates

- Delegates have been sent the agenda, Topic Summaries and feedback form.
- At the workshop, they will receive hardcopies of the presentations and a workshop evaluation form.

Venue

- Arrangements with Coast Terrace Inn are in place.

Budget

- Brian Free emphasized the need for the team to raise funds for this workshop. Approximately \$9575. is needed to pay for the venue and support for up to 10 stakeholders.
- Roxanne has submitted a request to CAPP and is expecting a response soon.
- Angela will ask Ken Omotani whether TransAlta is considering any funding.

Action Item 36.2: Roxanne and Angela will advise Brian Free regarding workshop funding from their organizations.

3. Update on AENV's perspective on some elements of the AMSP

- Ken Omotani joined the teleconference at this point.
- Bob Myrick had sent an email to Brian Free describing some concerns that some AENV managers had expressed. Brian had forwarded the message to the AMSP team shortly before this meeting.
- Bob explained the three main points;
 - Do not have the authority to commit AENV to cover funding the portion of monitoring attributed to diffuse emitters and small industrial emitters
 - Concerned that the potential toxic impact of pollutants are not included in the funding formula.
 - Can't commit to the proposed "dots on the map" without further study.
- Some members expressed grave concerns about AENV's apparent lack of support and the suggestion that some recommendations be "softened". If that is the case, we have wasted much time and should start over from square one.
- Some questioned the value of holding the workshop next week if we do not have AENV's support to carry through with the strategy.
- Others agreed that the strategy is proposed as a package deal... all or nothing.
- The suggestion that toxicity be considered in funding is a "non-starter". We've discussed that possibility and eliminated it.
- All agreed that the messenger, Bob M., should not be shot, at least not yet.
- The workshop will be a good venue for discussing these issues and delegates can bring pressure to bear on the government. Several AENV staff will be at the workshop.
- The uncertain support from AENV will be noted during the Network and Funding presentations.
- The team thanked Bob for keeping us apprised of AENV discussions and offered to assist him in selling our strategic plan to senior managers. (This relates to Action Item 33.9.)

4. Review of the draft presentations

Action Item 36.3: Brian Free will add the CASA logo/template to all of the PowerPoint presentations.

Data Management

- Brian Wiens will present this topic.

- Noted spelling mistake on slide 5
- Will include a review of the data management principles
- Noted confusion re Recommendation #37 which covers both data and emissions factors. We'll go with the current wording, but discuss it at the workshop and perhaps change it later.

System Management

- Ian will present this topic.
- Ian will add the table of responsibilities from the topic summary. He'll break it up into three slides.

Framework

- Bob and Roxanne will present this.
- Brian Free will use the first two slides for the workshop introduction.
- In slide #4, present the Vision with parts a and b. Won't include the 3 objectives taken from the main report.
- Bob will organize the monitoring objectives according to the three headings in the topic summary.
- Brian will add a "Questions" slide to the end.

Network

- Kevin will present this.
- Will remove the last two slides about costs and add them to the funding presentation.

Funding

- David will present this topic.
- David will revise the current draft that Brian F. prepared.
- The two cost slides from the Network draft presentation will be added.

Action Item 36.4: Presenters will make final revisions to their PowerPoints and send them to Brian Free for final formatting and distribution.

The meeting adjourned at about 4:00 pm.