

Clean Air Strategic Alliance
Ambient Air Quality Objectives Project Team
Project Charter

December 2018

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Introduction

Ambient air quality objectives are an important part of Alberta's air quality management system as they help protect the health of Albertan's and the environment. Alberta Environment and Parks (AEP) sets ambient air quality objectives for the province under section 14(1) of the *Environmental Protection and Enhancement Act* (EPEA). It is important that the objectives be reviewed on a regular basis and new objectives be developed when there is a need.

Background

Since 2001, AEP has worked with a multi-stakeholder committee, the Alberta Ambient Air Quality Objective Stakeholder Advisory Committee (AAAQOSAC) to develop and review ambient air quality objectives. The committee successfully developed or reviewed thirty objectives in that time. The committee was sunsetted in December 2015.

At their December 2016 Board Meeting, the CASA Board of Directors approved a Statement of Opportunity from AEP for the formation of a CASA Ambient Air Quality Objectives Project Team (AAQO Project Team). The priorities are in response to the development of Canadian Ambient Air Quality Standards (CAAQS) for PM_{2.5}, O₃, NO₂ and SO₂ and the carry forward of two substances from the previous AAAQOSAC work plan, TRS and H₂S. CAAQS have been developed for long-term air zone management and are reported on annually. AAQOs are used in a number of ways, including to assess compliance near major industrial air emission sources and to report on the state of Alberta's atmospheric environment. These values are also applied in various assessments used to model and predict the impact on air quality and human and environmental health (e.g., Environmental Impact Assessments, Human Health Risk Assessments etc.). AAQOs cover averaging periods ranging from 1 hour to 1 year (annual). Alberta is reviewing their current AAQOs in light of recent CAAQS changes.

These priority substances are the focus of Alberta Environment and Park's work plan on ambient air quality objective development and review. One of the following approaches is used for the substances under consideration:

- Objective development is undertaken when no Alberta objective exists; and,
- Objective review occurs when an Alberta objective is already in place.

Clean Air Strategic Alliance's Key Role

CASA's diverse membership makes it well positioned to bring stakeholders together to discuss air management issues. While it is preferred that the AAQO Project Team develop consensus recommendations, CASA recognizes that there may be different opinions around the table on what the objective should be. The intent for this team is to provide AEP with the range of perspectives from those CASA members participating on the Project Team while concurrently striving to reach consensus. If non-consensus recommendations are brought forward it is the responsibility of the project team to document the views, rationale, and present it to the board. The board will formally approve the team's reports and submit to AEP for consideration in the setting of the AAQO.

Alignment with CASA Core Business

The vision of CASA is “the air will have no adverse odour, taste or visual impact and have no measurable short- or long-term adverse effects on people, animals or the environment.” The development of ambient air quality objectives is in line with achieving this vision and the use of a collaborative multi-stakeholder consensus approach is consistent with CASA’s mission. It is also in line with CASA’s goals: to protect the environment by preventing short and long-term adverse effects on people, animals and the ecosystem, to optimize economic efficiency and to promote pollution prevention and continuous improvement.

Scope

The AAQO Project Team is to recommend ambient air quality objectives for PM_{2.5}, O₃, SO₂, NO₂, H₂S and TRS based on careful review and consideration of:

- scientific information, adverse health and ecosystem effects specific to the substance; and
- technological and economic factors.

The Team will strive to reach consensus recommendations where possible. The reports will be sent to the board for approval. Once approved, the reports will be submitted to AEP for consideration.

Project Goal

The Ambient Air Quality Objectives Project Team, will develop:

1. Reports with substance specific AAQO recommendations according to the project schedule.
2. A final report that will summarize the substance specific reports and provide additional process context including a summary introduction and conclusion.

The substance specific reports and the final summary report will also provide a rationale for proposed ambient air quality objectives that considers the current science as well as technological and economic factors. A recommendation on a new, revised or reconfirmed PM_{2.5}, O₃, SO₂, NO₂, H₂S and TRS ambient air quality objective.

Project Objectives

1. Recommend a new, revised or reconfirmed AAQO for PM_{2.5} by March 2018. A rationale for the objective will be provided. If the recommendation is non-consensus, the range of positions and their underlying rationale will also be documented for AEP.
2. Recommend a new, revised or reconfirmed AAQO for O₃ by September 2018. A rationale for the objective will be provided. If the recommendation is non-consensus, the range of positions and their underlying rationale will also be documented for AEP.

3. Recommend a new, revised or reconfirmed AAQO for H₂S and TRS by December 2018. A rationale for the objective will be provided. If the recommendation is non-consensus, the range of positions and their underlying rationale will also be documented for AEP.
4. Recommend a new, revised or reconfirmed AAQO for NO₂ by September 2019. A rationale for the objective will be provided. If the recommendation is non-consensus, the range of positions and their underlying rationale will also be documented for AEP.
5. Recommend a new, revised or reconfirmed AAQO for SO₂ by December 2019. A rationale for the objective will be provided. If the recommendation is non-consensus, the range of positions and their underlying rationale will also be documented for AEP.
6. Provide a final summary report on the team's process and success by March 2020.

Project Deliverables

The AAQO Project Team will provide the CASA Board with a report for each of Project Objectives 1-5 for approval. The Team will also provide a final summary report for Objective 6. The AAQO Project Team will recommend that the CASA Board approve each of these reports and forward them to AEP. Each of the substance reports will include:

1. A recommendation for a new, revised or reconfirmed AAQO.
2. An overview of the scientific, technological and economic information and factors that were reviewed and considered by the team.
3. If there are non-consensus views on a proposed recommendation, those stakeholders with the dissenting views will provide detailed description of those views, including why they don't agree with the proposed recommendation. They will also detail their preferred recommendation with a rationale.

In addition to the deliverables described above, the AAQO Project Team will keep the CASA Board apprised of their progress through frequent written and verbal updates. CASA acknowledges that this is high priority work for Alberta Environment and Parks, and is striving to complete the work in a timely manner.

Unique Nature of the AAQO Project Team's Work

The nature of this team's work means it is possible to have non-consensus on proposed objectives. Some non-consensus recommendations are a possibility and should not be seen as a failure. The AAQO Project Team will strive for consensus, however, if they do not achieve consensus the report will outline non-consensus positions including a rationale for each position. This detailed documentation of positions will act as information and context to assist AEP in its decision on the ambient objective in question. It is also recognized that AEP has a subsequent public review process for proposed AAQOs, and a consensus recommendation from CASA could in some circumstances not be adopted by AEP. Whether or not the team achieves consensus, the CASA Board will be asked to approve the team's report before it goes to AEP to

ensure that process is adhered to and the report reflects CASA’s vision, as opposed to a review of the technical content and recommendation.

Roles and Responsibilities

Team members should establish effective communication with the decision makers in the organizations/groups they represent, so that information and feedback can be solicited. It is each team member’s responsibility to bring their constituency along and ensure that they can demonstrate to other team members that they are endeavoring to do this.

Team members also need be aware and accept that differences of opinion and perspective are natural and expected and that the tension between differing perspectives can be used positively to help generate solutions. In addition, all team members need to actively participate and display a commitment and responsibility for the well-being of the team and the success of the process, including keeping the team on task and on track.

The expectations of AAQO Team Members are consistent with those roles and responsibilities described in *CASA’s Managing Collaborative Processes Guide*.

Reporting Structure

Figure 1 represents the reporting structure of the AAQO Project Team. Further process details can be found in *CASA’s Comprehensive Air Quality Management System (CAMS)* document.

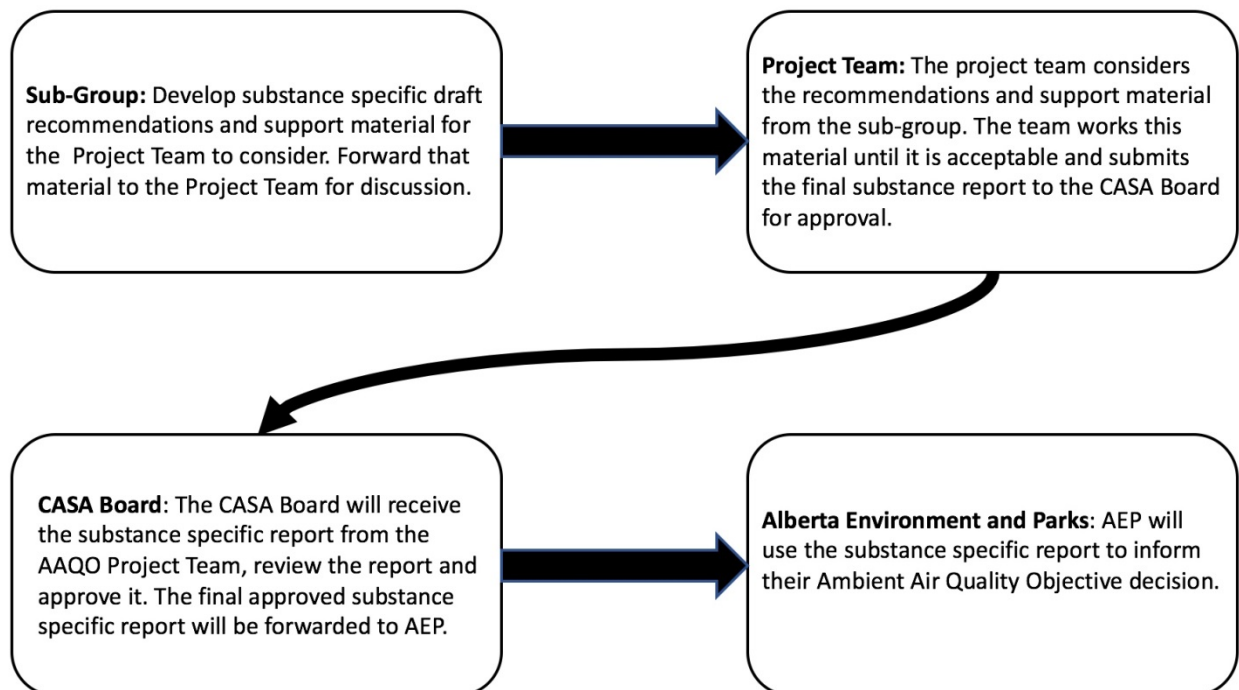


Figure 1: AAQO Project Team Reporting Structure

Project Quorum

The AAQO process will require quorum for all substantive decisions involving recommendations, but not on process decisions. In lieu of the team, the co-chairs are empowered to make process decisions between meetings. The team will meet 4 times per year with the expectation that the substantive work will occur at the sub-groups. Additional meetings can be called under exceptional circumstances, by co-chairs.

Quorum is defined as:

Organization	Number of stakeholders to achieve quorum
Alberta Airshed Council	1
Alberta Environment and Parks	1
Alberta Health	1
Alberta Health Services	1
Environmental Non-Governmental Organizations	1
Industry	1

Stakeholder Engagement Plan

Key stakeholders will be engaged on an as-needed basis to address the specific concerns that their industry might have with the development of objectives. The following categories of stakeholders may also be involved:

Project Team: Stakeholders who are required at the table to reach consensus agreement.

Corresponding Members: Stakeholders who receive all correspondence, but are not required at the table to reach consensus agreement.

Sub-groups or Technical Experts: Stakeholders who have a specific interest or expertise and can be engaged in a more focused way at a Sub-group level.

Project Schedule

The work of the AAQO Project Team is sequential, and will follow the schedule as outline in Figure 2.

2017			2018				2019				2020
June	Sept	Dec	March	June	Sept	Dec	March	June	Sept	Dec	March
PM _{2.5}											
		O ₃									
			NO ₂								
						SO ₂					
H ₂ STRS											
										Final Report	

Figure 2: AAQO Project Schedule

Projected Resources and Costs

Given the current level of knowledge within the AAQO Project Team and with CASA's report writing support, it is anticipated that no additional external resources will be required for this project. It is the intent to use sub-groups to conduct the detailed background work associated with developing recommendation for each of the parameters being reviewed.

If Team Members determine that additional expertise is required (consultants, modelling of parameters, etc.) they are required to: (1) develop a detailed Terms of Reference for the work, and (2) fundraise. Given the current level of knowledge within the AAQO Project Team and with CASA's report writing support, it is anticipated that no additional resources will be required. It is the intent to use sub-groups to conduct the detailed background work associated with developing recommendation for each of the parameters being reviewed.