

CASA Board of Directors Meeting

December 7, 2021, Zoom Conferencing



In attendance:

CASA Board Directors and Alternates:

Andre Asselin, CASA Executive Director
Alison Miller, Petroleum Products
Rob Beleutz, Mining
Don McCrimmon, Oil and Gas Large Producers
Dan Moore, Forestry
Craig Werner, Forestry
Rich Smith, Agriculture
Humphrey Banack, Agriculture
Jim Hackett, Utilities
Ahmed Idriss, Utilities
David Spink, NGO Urban
Ruth Yanor, NGO Industrial

Tom Davis, Provincial Government –
Environment
Shane Lamden, Chemical Manufacturers
Rob Hoffman, Petroleum Products
Ann Baran, NGO Rural
Leigh Allard, NGO Health
Randy Angle, NGO Rural
Bill Calder, NGO Urban
Martin Van Olst, Federal Government
Holly Johnson-Rattlesnake, Samson Cree Nation

CASA Staff:

Alec Carrigy, Katie Duffett, Anuja Hoddinott, Jacqueline Noga

Guests:

Sheila Lucas, Alberta Environment and Parks
Julie Carter, Wood Buffalo Environmental Association
Yayne Akilu, Alberta Environment and Parks
Marilea Pattison-Perry, Alberta Environment and Parks
Karen Ritchie, Alberta Environment and Parks
Bob Myrick, Alberta Environment and Parks
Rhonda-Lee Curran, Alberta Environment and Parks
Randy Dobko, Alberta Environment and Parks
Karla Reesor, Alberta Airsheds Council
Crystal Parrell, Alberta Environment and Parks
Matilda Ricci, Alberta Environment and Parks
Cam Lane, Alberta Environment and Parks
Martina Krieger, Alberta Environment and Parks
Richard Sharkey, Alberta Environment and Parks
Rob Bioletti, Alberta Environment and Parks

Regrets:

Amber Link, Local Government
David Lawlor, Alternate Energy
Mary Onukem, Métis Settlements General
Council

**Clean Air Strategic Alliance
Board of Directors Meeting
December 7, 2021**

Executive Summary

The board launched a working group to examine work on dust management starting in the new year. The timeline for this initiative is meant to align with the end of the Impacts of Reduced Transportation on Air Quality due to COVID-19 (IRTAQ) project, which is on track to finish in April 2022.

The board extended the timeline for the Roadside Optical Vehicle Emissions Recorder (ROVER) III Project Team, making the new deadline December 2023. The ROVER III project anticipates a productive field season in the spring of 2022—contingent on the pandemic and public health guidelines.

An update on the Canadian Ambient Air Quality Standards (CAAQS) project discussed progress on knowledge sharing through webinars, with seven of eight webinars already completed. Subsequent workshops to discuss and apply this information to the Alberta-specific CAAQS context are being planned for the first half of 2022.

The next Clean Air Strategic Alliance (CASA) board meeting will be April 12, 2022. A decision on whether the meeting will go ahead in person or remotely will be made closer to the date.

**Clean Air Strategic Alliance
Board of Directors Meeting
December 7, 2021
Zoom Conferencing**

Meeting Summary

Andre Asselin convened the business meeting at 9:00 a.m.

1 Administration

1.1 Convene Business Meeting, Introductions, and Approve Agenda

Participants were welcomed to CASA's 105th general business meeting. Andre noted that he would chair the meeting and made a land acknowledgement that the meeting was collectively taking place on the traditional lands of Treaty 6, Treaty 7, and Treaty 8 First Nations, the Métis peoples, and the Inuit. The meeting was confirmed to have quorum. An overview of Zoom meeting etiquette was provided. The agenda was reviewed, and no edits suggested.

Decision: The agenda was approved by consensus as presented.

1.2 Review Actions from the September 14, 2021, Board Meeting

Andre reviewed the actions from the September 14, 2021, meeting. There were two actions, one is complete, and one will continue until the next meeting.

There was no discussion on this item and no decision was required.

Action: The industry sector group will develop a proposal on in-camera sessions and present it at the next executive committee meeting.

1.3 Meeting Summary from the September 14, 2021, Board Meeting

Clarifying edits were submitted to staff and incorporated into a revised version of the meeting summaries which were included in the package.

There was no discussion on this item.

Decision: The board approved the revised summary of the September 14, 2021, meeting by consensus and the summary will be posted to the website.

1.4 2022 Core Operating Budget

CASA's core operations have been funded by the Government of Alberta (GoA) for many years and beginning in 2019, we received a multi-year grant from Alberta Environment and Parks (AEP) in the amount of \$525,000 that runs to March 2023. CASA's fiscal year runs from

January to December, and AEP's runs April to March. A few assumptions about the draft budget were shared with members:

- Core operations covers salaries, benefits, statutory deductions, operating costs, information technology, bills, insurance as well as things that support members' participating in our core work like travel expenses and honoraria, and hosting project team and board meetings.
- Five staff will support both Alberta Water Council (AWC) and CASA's operations. AWC and CASA are expected to have steady and similar workloads in 2022. Collectively, the workload is split between both organizations.
- We are anticipating that in-person meetings will pick up again in 2022.
- Some budget line items reflect only CASA's contribution to the totals that are expected to support both AWC and CASA's needs in those areas. These are marked with asterisks in the left column and AWC has approved these shared line items last month.

The budget was reviewed line by line, comparing the projected 2021 expenses and the 2022 budget and with explanations and an opportunity for questions.

There was no discussion on this item.

Decision: The board approved the 2022 core operating budget of \$525,000 by consensus.

1.5 2022 Operational Plan

CASA's 2022 Operational Plan presents the work that the board, executive committee, ad hoc groups, project teams, working groups, and committees will undertake in 2022. The work is guided by CASA's current projects, responsibilities of the board and executive, and the opportunity for new work based on recommendations directed to CASA from its own reports and through the statement of opportunity (SoO) process. CASA has three project teams that are expected to continue their work into 2022 and beyond. Staff has capacity to take on new work in 2022 as projects move towards being completed. There is capacity to start one working group now, and one early in 2022.

There was no discussion on this item.

Decision: The board approved the 2022 operational plan by consensus.

1.6 Meeting Dates for 2022

The executive committee (EC) is proposing that the board meet three times in 2022, with meetings alternating between Edmonton and Calgary, however, we should be ready to shift these meetings to be held remotely based on the status of the pandemic. It is easier to scale back a scheduled all-day meeting to a remote shorter meeting. The annual general meeting will occur prior to the April board meeting, and the EC is proposing that a field tour occur the day prior to the September meeting to try bring the board together in person for an informal event. The

annual evening event is again being proposed in December to recognize outgoing directors and having a good time.

Meeting invitations will be sent out shortly after the board meeting.

There was no discussion on this item.

Decision: The 2022 meeting dates of April 12, September 14, and December 8 are approved by consensus, with a field tour scheduled for Sept 13, and the evening event scheduled for December 7.

1.7 Appointment of NGO and Government Executive Officers

Executive officers have two-year terms which align with the December board meeting. There is the opportunity for terms to be extended beyond two years with the consensus approval of the board. This year, the NGO and Government executive members terms are up. The Government caucus requests that Bev Yee continue to represent them on the executive committee, and the NGO caucus requests that Leigh Allard remains their representative.

Decision: The board approved second terms for Bev Yee as Government executive officer and for Leigh Allard as NGO executive officer, expiring December 2023 by consensus.

2 CAAQS Achievement Project Team

Co-chairs Sheila Lucas and Julie Carter provided an overview of the work this team completed towards the tasks outlined in the project charter. The background document was completed September 2021, providing information on CAAQS and Alberta's air management system. Since then, the team has been hosting webinars on strategies for addressing emissions and improving air quality. Seven webinars have already occurred, and the final webinar is scheduled for December 14. The next step is to run workshops to collaborate on the ideas and information from the background document and webinars.

The workshops are being planned, with the first session intended for the first quarter of 2022. The team agrees that gathering in person will facilitate more meaningful conversations, however it is essential to keep participants safe and to follow public health guidelines. Given the status of the pandemic, the first workshop might be hosted virtually, with hopes of hosting follow up workshops in person.

The projected end date is September 2022. The team is still on track, but this could change depending on how the workshops could be hosted. As such, it is possible the team will request extending the project timeline at a future board meeting.

Discussion:

- There is considerable interest and excitement about the webinars and people are looking forward to seeing more. GoA will need to consider how to apply the outcomes of this project to upcoming work.

- The team was congratulated for their good work on developing a series of excellent webinars. Recordings are available by contacting Alec directly.

No decision was needed.

3 ROVER III Project Team

ROVER III is the third iteration of CASA’s project focusing on emissions from the in-use on-road transportation sector, particularly diesel-fueled trucks, to inform management actions and identify next steps for transportation emissions management to help achieve the CAAQS in Alberta.

The project has faced several barriers related to the pandemic, in particular Opus, the company hired to run the field tests and analyze the data, is based in the United States and there were challenges crossing the Canada – US border. The project team is working on getting data from Service Alberta (SA) for cross-analysis with roadside testing results. The next field season is projected for 2022, with hopes Opus can cross the border then. Given the uncertainty, the team is proposing to extend the project’s timeline, with a conservative deadline of December 2023. If the project stays on track this work could be completed before that deadline.

Discussion:

- **Q:** The CAAQS webinars have showcased the need for the work ROVER III is focused on. Extending the timeline is okay because the work needs to be done. The delays on Opus’ end are understandable, but what is the delay with SA?
- **A:** The contract provided by SA is being negotiated: the initial contract provided by SA offered limited requirements for data sharing. CASA wants data from SA to be publicly available and responded to SA with proposed changes to the contract. Staff are waiting to hear back from SA.
- **Q:** Thanks for your perseverance and keep up the good work. AEP extends condolences for the Opus member that passed away. AEP is supportive of the extending the timeline as this is important work. Can staff provide the link to the media clip interview about the project?
- **A:** Yes, Andre will provide the link to the director and post the link to the website.
- The CAAQS webinars certainly show the air quality and health impacts of the transportation sector. It is important to have the findings from ROVER III to inform work on reducing emissions and impacts of emissions; this project is important.
- It has been a challenge to finalize the contract with SA. Suggest that AEP put pressure on getting this data.
 - Part of the delay is because we are asking for information that could be considered personally identifying and we need to navigate that carefully.

Decision: The board approved the amended project charter that extends the project to December 2023 as presented.

4 Select New Work

CASA recently wrapped up and released the Ambient Air Quality Objectives report and the 5-year Electricity Management Framework Review and there is now capacity to launch a new working group. There are three projects to choose from: Dust Management, Odour Management, and another Electricity Framework Review. At a previous meeting, the board had approved a SoO for Dust Management; the other two projects are based on recommendations from previous teams that are directed at CASA.

Discussion:

- With the recent CEMA working group and the standards for PM_{2.5} being in discussion, Dust Management seems to be the most important and should be started as soon as possible.
- A multisector approach is important, AEP endorses the Dust Management project.
- **Q:** There are concerns about capacity of oil and gas industry to participate. Prior to this meeting there was the impression that no new projects will be started until others wrap up. It is just the oil and gas sector experiencing this?
- **A:** The projected timeline for starting a new project is meant to align with the end of the IRTAQ project. The working group for the new project would just be starting in the new year, and IRTAQ is on track to be finished in April.
 - IRTAQ is on track to be finished in April, there are already drafts being edited and everything is getting done within the current timeline. Even if the April deadline is not met, at that point the work will be very close to being done.
 - Managing member capacity is an ongoing challenge and following the proposed timing is important.
 - Also, with ROVER being on hold for a while, we thought it may loosen up some capacity.
 - As always, we consider a variety of factors when launching a working group, including timing. Given we might see some potential priority work coming out of the CAAQS team, today we should focus on choosing the topic of this next team and discuss starting timelines. We can discuss future new work at a later meeting.
- After the CAAQS Achievement project, which is essential for NO_x discussions, there should be a second piece of work coming from that. As such, Dust Management needs to get going soon.
- Dust is a contributor to PM_{2.5} but the majority of dust is larger than PM_{2.5} and can be larger than PM₁₀. People are using PM_{2.5} as an indicator of dust, but it cannot be used as an indicator of dust issues. GoA used to have PM₁₀ requirements, which meant dust management was regulated. Since that no longer exists and PM_{2.5} does not adequately encompass the dust issue, the focus should be on dust sources and good practice. Dust Management plans are being required in approvals, and yet the proposals show people are struggling to identify how dust should be monitored and managed. We need this project to provide guidance.
- Dust is a part of a PM_{2.5} conversation, but PM_{2.5} is more than that and it has significant implications for health. Recommend starting with a dust project, then leave it open to other sources of PM_{2.5}. We will likely see other PM_{2.5} opportunities coming from CAAQS that we should leave open.

- Everyone seems to be in favour of proceeding with Dust Management project. To address the capacity concern, staff will pursue with an extended call for members with CASA and non-CASA groups that may be interested, with the intent to have the working group stand up immediately following the April meeting, where it is expected that the IRTAQ team's final deliverables will be approved by the board and the team disbanded.

Decision: The board approved the Dust Management project by consensus. staff will move forward with an extended call for members with CASA and non-CASA groups that may be interested, with the intent to have the working group stand up immediately following the April meeting, where it is expected that the IRTAQ team's final deliverables will be approved by the board and the team disbanded.

- **Q:** Regarding the Electricity Framework Review, AEP is discussing reciprocating engines and previously the board agreed to delay the recommendations related to reciprocating engines until the next EFR review if needed. Will this be coming back to CASA? Will CASA be talking about the NetZero goals which has implications for the electricity framework? What are the timelines for the federal government?
- **A:** The federal government should be providing updates early next year, which will be pertinent to CASA's work.
- From AEP's perspective, it is not the air policy department that started the work on reciprocating engines, but there is work being done on the topic and some of that work is being done without consulting CASA. While decisions can be made without consultation, ideally it will involve CASA. The framework review will be an important time to collaborate between GoA and CASA.
- This should be revisited at a future board meeting.

5 Information Reports and Opportunity for Questions

5.1 Government of Alberta Update

No discussion on this update.

5.2 Executive Director's Report

- **Q:** How did the Indigenous Relations Training go?
- **A:** It went well, seven people from CASA participated. The resources provided were helpful. The training was more focused for those needing approval from Indigenous people and groups.
 - Indigenous people have to bring the Western world into their work, and it is important to remember the Western way of operating is different. We should be aware of Indigenous ways of working and be cognisant of the differences. We (CASA, each member organization) need to do more work to connect our ways of working with Indigenous groups we want to work with.
 - The course was very helpful and worthwhile, it could benefit from follow up. We should be applying what we learned to CASA's work.
 - The course was not well attended, and next steps are needed to facilitate the learning.

- There is not anyone representing urban municipalities
 - Andre stays in contact with Alberta Municipalities (formerly AUMA) and updates their environment and sustainability committee regularly. Alberta Municipalities has stated not having capacity to be an active member. Andre will update them again about dust.

5.3 IRTAQ Project Team Update

No discussion on this update.

5.4 Other Sector Updates

On October 28, 2021, Heartland Generation completed their transition off coal, transitioning to natural gas. This is 10 years ahead of the coal phase-out schedule and will result in significant emission reductions.

- Heartland Generation was congratulated for this significant achievement.

6 New/Other Business

No new or other business was identified.

Andre provided a few final reminders:

- A call for members for the Dust Management working group will be distributed to the board soon.
- Staff are looking for opportunities to host interesting webinars, ideas are welcome to Anuja or Andre.
- If you have an idea for a field trip in the Calgary area in September, please contact staff.
- Evaluation forms for the meeting will be distributed after the meeting.
- Andre reminded the board that all honoraria claims should be submitted before December 14, 2021, as that is when the organizational accounting books are closed.
- The next meeting is scheduled to occur on April 12, 2022. Andre noted that meeting could be in-person, but a decision will be made closer to the meeting date.

Andre thanked the staff, team members, board members, and support staff for their contributions to the organization.

The meeting was adjourned at 11:25 a.m.

The following action item arose from the meeting:

Action: The industry sector group will develop a proposal on in-camera sessions and present it at the next executive committee meeting.