



CASA Board of Directors Project Selection Meeting

March 11, 2021, Teleconference

In attendance:

CASA Directors and Alternates:

Alison Miller, Petroleum Products
Amber Link, Local Government – Rural
Ann Baran, NGO Rural
Ahmed Idriss, Utilities
Bill Calder, NGO Urban
Cam Lane, Provincial Government – Alberta
Environment and Parks (AEP)
Craig Werner, Forestry
Dan Moore, Forestry
David Lawlor, Alternate Energy
David Spink, NGO Urban

Don McCrimmon, Oil and Gas Large
Producers
Jim Hackett, Utilities
Leigh Allard, NGO Health
Mark McGillivray, Alternative Energy
Martin Van Olst, Federal Government
Rich Smith, Agriculture
Rob Beleutz, Mining
Rob Hoffman, Petroleum Projects
Ruth Yanor, NGO Industrial
Andre Asselin, CASA Executive Director

CASA Staff:

Alec Carrigy, Katie Duffett, Lauren Hall, Anuja Hoddinott

Guests:

Hamid Namsechi, AEP
Humphrey Banack, Agriculture
Jill Bloor, CRAZ
Karen Ritchie, AEP
Marilea Pattison-Perry, AEP

Martina Krieger, AEP
Rhonda Lee Curran, AEP
Sharon Willianen, AEP
Tanya Carlson, CRAZ
Yayne-Abeba Aklilu, AEP

Regrets:

Bev Yee, Provincial Government –
Environment and Parks
Holly Johnson-Rattlesnake, Samson Cree
Nation

James Baldwin, Chemical Manufacturers
Randy Angle, NGO Rural

**Clean Air Strategic Alliance
Board of Directors Project Selection Meeting
March 11, 2021**

Executive Summary

The board considered three potential pieces of work to pursue:

- a statement of opportunity to develop a Best Practice Guide for Dust Management in Alberta,
- a statement of opportunity exploring the Impacts of Reduced Transportation on Air Quality in Alberta due to the Public Health Emergency Associated with COVID-19, and
- a recommendation made by the 2015 Odour Management Team to review the Odour Management Guide.

The board discussed sector and staff capacity and concluded they could support kicking off one project at this time with another with staggered timelines.

The board approved the SoO for the Impacts of Reduced Transportation on Air Quality in Alberta due to the Public Health Emergency Associated with COVID-19 and struck a working group for the project. There will be an abbreviated call for members of two weeks. The board also approved The Best Practice Guide for Dust Management in Alberta SoO with the understanding that CASA staff and AEP will start compiling information to support kicking off this working group when sector capacity becomes available later this year.

The next CASA AGM and board meeting will be on April 13, 2021 via videoconference.

**Clean Air Strategic Alliance
Bord of Directors Project Selection Meeting
March 11, 2021
Zoom Teleconference**

Meeting Summary

Andre Asselin convened the business meeting 1:34 p.m.

1 Administration

1.1 Convene Meeting and Approve Agenda

Andre noted he would chair the meeting. He welcomed everyone to CASA's project selection meeting and acknowledged that the meeting was collectively taking place on the traditional lands of Treaty 6, Treaty 7, and Treaty 8 First Nations and Métis peoples. He confirmed that the meeting had quorum.

He reviewed the meeting agenda and clarified that consensus decisions would be sought by asking the board if there are any blocks to the decisions, and that no blocks would indicate the board had consensus.

Decision: The CASA Board agreed that decisions have consensus if no blocks are expressed.

Decision: The Project Selection Meeting Agenda was approved as presented.

2 Statements of Opportunity and Recommended Work

2.1 Best Practice Guide for Dust Management in Alberta Statement of Opportunity (SoO)

Rhonda Lee Curran of AEP presented the Best Practice Guide for Dust Management in Alberta SoO. She noted that this SoO was brought before the board in 2019 but was not selected at the time and tabled for future project selection due to limited staff capacity. The Best Practice Guide for Dust Management in Alberta stems from a recommendation from CASA's *Recommendations to Reduce Non-Point Source Air Emissions in Alberta* report to address particulate matter concerns. Currently there are no formal regulations or best practices for Alberta's industries, governments, NGOs, and other organizations to follow when managing dust, and this project would work to fill that gap. A diversity of partners would be consulted to inform the guide aside from CASA's membership (e.g., construction, agricultural producers, mining, the Alberta Roadbuilders and Heavy Construction Association, and the Alberta Sand and Gravel Association).

Discussion

- **Q:** Has AEP been contacted by stakeholders who are concerned about dust management? There have been reports in the news of neighbourhood residents complaining about construction dust.

- **A:** There have been ongoing complaints to AEP about dust and they do not currently have a lever to address public concerns. This guide will be a tool for regulators to draw from.
- Rural governments are hearing complaints about dust as well, particularly regarding gravel roads.
- City Councillors are increasingly concerned about dust in the Calgary Airshed region, and there are no regulations for them to refer to. One complaint they heard came from a business owner whose employees refuse to work outside due to dust pollution.
- Environmental factors need to be considered in addition to human health and nuisance issues. These include the alkalization of soil, quality of vegetation, and more.
- Members of the Alberta Water Council should be made aware of this project as they may be interested as well.
- Sometimes these types of documents evolve from being a guide into becoming policy. Our sector wants to ensure that the intent of this guide is not that it become policy.
- This project is a good fit for the CASA table.
- **Q:** Is a twelve-month timeline long enough to complete this work?
 - **A:** The twelve months would be for the project team which does not include the working group to scope out the project. The working group should have a conversation around timeline and include their recommendations in the project charter they develop.

2.2 Impacts of Reduced Transportation on Air Quality in Alberta due to the Public Health Emergency Associated with COVID-19 SoO

David Spink of the NGO Urban Sector presented the potential Impacts of Reduced Transportation on Air Quality in Alberta due to the Public Health Emergency Associated with COVID-19 (CTCAQ) SoO. This project was first suggested at the June 2020 board meeting and is driven by the COVID-19 pandemic. The project proposes to leverage the changes in air quality associated with the public health emergency, collaboratively develop messaging to increase Albertan's awareness of the impacts that reductions in motor vehicle transportation can have on air quality, and how this information can be used by individuals, governments, businesses, and other Albertans to improve air quality. The project is time sensitive and ideally would be pursued while the pandemic is still fresh in Albertan's minds.

Discussion

- Will this project include recommendations focused on what emissions saving actions can be continued by the transportation sector in a post-pandemic world?
 - That is part of the goal.
- **Q:** Is five months a tight timeline for this project?
 - **A:** This group would likely pursue a modified working group process since the SoO is very well thought out, and we can further discuss how to ensure this project moves ahead nimbly.
 - Tight timelines help move a project along, but CASA sectors should be aware of and communicate their capacities.

- **Q:** Should there be a more significant budget item for communications if the public is the target of this project's recommendations?
 - **A:** The project team will develop the communications messaging, but we will rely heavily on CASA member organizations to disseminate the information through their networks.
 - This is an opportunity for CASA to leverage networking with organizations like airsheds and other environmental boards that more regularly communicate with the public.
 - The Calgary Region Airshed Zone is in the process of developing message and promoting programs that promote alternative transportation.
- There may be some overlap or opportunity for synergy to share information and collaborate with the CAAQS Achievement Project Team.
- This project should be brought into the broader context of the air quality management system in Alberta. Messaging developed should relate to behavior change and informing decisions but should not conflict with broader values from the GoA including jobs and the economy.

2.3 Reviewing the Odour Management Guide

Andre gave a brief overview of the recommendation to review the Odour Management Guide Update. The goal of the original Odour Management Team was to create a best practice guide for assessing and managing odour in Alberta. In its final report, the team recommended that the *Good Practices Guide for Odour Management in Alberta Guide* be reviewed five years after its approval to determine if and where improvements are needed or could be made, based on effectiveness to date of the tools in the guide and new information.

The board noted that since its release, this guide has served its purpose well and has advanced odour management in the province.

Discussion

- **Q:** How does AEP see an updated practices guide add additional value the current document?
 - **A:** A lot of work has already been done in this area, there is a guideline coming out soon and a community odour monitoring app being developed that will potentially be used province wide. These have been based off the good practices guide, but odour management policy is still in development. The updating of the guide could contribute to that process.
- There would be benefit in updating the guide and looking for gaps in the current version.
- **Q:** Has AEP performed any analysis of odour complaints before and after the guide to quantify the difference?
 - **A:** This has not been done. It is difficult for AEP to obtain this data as odour management uses a distributed implementation model.
- AEP would like to pursue a systematic way to address odour issues. Currently, compliance management is ad hoc, and the development of additional objectives and standards can help increase the efficacy and rigour of regulation.

- The Alberta Airsheds Council is in the early stages of organizing a workshop or webinar on odour management that is targeted to take place in Fall.
 - CASA should consider holding off on moving this project forward until after this webinar.
- This is important work but would rely on active participation from Alberta Health and they simply do not have capacity to participate due to their priority focus on the ongoing pandemic. AEP suggested deferring this project.

3 Project Selection Discussion

Andre noted that there is staff capacity to take on two new working groups as other projects are wrapping up. He noted that he heard support for all three projects presented at this meeting, with more interest in starting the CTCAQ and Dust Management (DM) projects right away, while deferring the Odour Management (OM) work.

Discussion:

- Capacity to participate on two new projects is an issue for some sectors.
- **Q:** Do sectors have enough capacity to take on two working groups in tandem?
 - Working groups can still be a lot of work and as such separating and staggering project charter development is more feasible.
 - Work is still wrapping up on other CASA projects like EFR which takes up capacity.
 - Both the DM and CTCAQ projects will require significant input from CASA's membership and some sectors do not have enough capacity to participate in two new projects now, even if CASA staff does.
 - Oil and gas only has capacity to take on one project now.
 - AEP is prepared to take on two projects and supports starting the DM work.
 - CASA could approve both the SoO's for CTCAQ and DM but stagger the start times. The OM work can be revisited later.
- **Q:** Is the next phase of work for a working group to create a project charter?
 - **A:** Yes, the next step for both will be to develop a project charter, however, both SoO's are very well thought out and quite detailed so their work may move along quickly, however sectors will still need to consult with their members on a final scope.
- We should consider the timeliness of these projects as we make our decision. DM and OM are not as time sensitive as CTCAQ if we want to complete this work while the issue is fresh in people's minds.
 - CTCAQ will still require data to be gathered and then creating messages and communicating them should not be rushed. If we do the CTCAQ project we should do it right and ensure the right conclusions have been drawn.
- **Q:** Is there value in pursuing CTCAQ right now? The reductions in emissions we are seeing could have been modeled and messaging to the public encouraging using lower-emission transportation methods could be overwhelming during the ongoing pandemic.
 - **A:** Models can provide great information but have limitations. This real-world data can help us fine tune modeling.

- If the purpose of this project is to tell the public that air quality is better during the pandemic due to lower traffic loads, that is obvious. In addition to promoting active transportation and efficient vehicles we should also analyze why there is less traffic and the broader potential impacts on the economy.
- Industrial emissions were initially planned to be a part of the CTCAQ project but could not be incorporated due to the lack of data. If we want to look at the holistic picture of emissions during the pandemic, industrial emissions should be considered as part of this work. Pursuing that work would require a much longer timeline.
- Both the CTCAQ and DM projects aspire to have relatively short timelines for project completion.

Andre summarized that it sounded like there was support for the CTCAQ Working Group to be struck first and using offline approvals could move relatively quickly to completion before the end of the year. Then as that project is wrapping up, the DM Working Group be struck later this year (2021) pending member capacity to participate. He noted that the CTCAQ SoO is very well defined, and he suggested condensing the working group process to develop terms of reference (ToR) that is approximately two-three pages instead of the 20–22-page project charter. And, given that the CTCAQ ad hoc members agreed that they would transition over to the working group, the process to launch the WG could be expedited with a two week call for members rather than the typical 4 weeks.

In the meantime, CASA staff will work with AEP to advance the DM project by undertaking background research so that the groundwork will already be laid when the DM Working Group begins its work in earnest later this year. The path forward for offline approvals and striking the DM WG will be discussed at the April and September board meetings.

Staff will also start working with AEP and the Airsheds to gain an understanding of what information is available to support the eventual launch of an OM project.

Discussion:

- The CASA Board should approve the DM project now so that the SoO does not need to be revisited in the future as there is support for the project. Thus, the only remaining decision is when to strike the working group.
 - There was consensus for this approach.
- Our sector would have liked more advance notice on the project selection process. Is there a prescribed timeline to submit ideas for new projects?
 - New projects can be proposed anytime, typically through the SoO process; however, board members are encouraged to contact the executive director if they have an idea for a project anytime.

Decision: The CASA Board approved the Impacts of Reduced Transportation on Air Quality in Alberta due to the Public Health Emergency Associated with COVID-19 Statement of Opportunity and struck a working group to draft terms of reference for a project.

Decision: The CASA Board approved the Best Practice Guide for Dust Management in Alberta Statement of Opportunity with the understanding that information gathering to support the project will begin right away, and the working group will commence later.

The meeting was adjourned at 3:30 p.m.

The following action item arose from the meeting:

Action: CASA Staff will send out a Call for Members for the Impacts of Reduced Transportation on Air Quality in Alberta due to the Public Health Emergency Associated with COVID-19 Working Group.

Action: CASA Staff will begin working with AEP to compile information for the Best Practice Guide for Dust Management in Alberta to support a future working group.