

Final Minutes



Operations Steering Committee Meeting #16

Date: Friday, March 31, 2006
Time: 9:30 am – 3:30 pm
Place: CASA Office

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CANADA

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In attendance:

| | |
|------------------|---|
| Donna Tingley | CASA |
| Myra Moore | Fort Air Partnership |
| Bettina Mueller | CASA |
| Bob Myrick | Alberta Environment |
| Sherry Sian | CAPP |
| (teleconference) | |
| Shane Lamden | Nova Chemical |
| Michael Bisaga | Alberta Environment (Lica Airshed) |
| Albert Poulette | Alberta Environment |
| Bob Scotten | WCAS, Palliser Airshed (c/o Seacor Environmental Ltd) |
| Janine Ross | Alberta Environment |

Regrets:

| | |
|----------------|--|
| David Graham | Alberta Environment |
| Tracy Bell | CAPP – Imperial Oil Limited |
| Brian Wiens | Environment Canada |
| Kevin Warren | Peace/PAMZ Airshed |
| Karina Bodo | Alberta Health and Wellness |
| Alex MacKenzie | Alberta Health and Wellness |
| Keith Murray | Alberta Forest Products Association (AFPA) |

Action Items:

| Action | Who | When |
|--|--------------------------|--------------|
| 16.1 Myra Moore will contact Carleen Schaefer and invite her to become a member of the OSC. | Myra Moore | April 2006 |
| 16.2 Michael Bisaga will forward the LICA agreement to the OSC members | Michael Bisaga | April 2006 |
| 16.3: Myra Moore to speak to Kevin Warren if he has any comments on the functioning of the OSC that can be taken back to the AMSP team. | Myra Moore | May 31, 2006 |
| 16.4 Bob Myrick and Myra Moore will take the recommendations from the informal self-assessment back to the AMSP team. | Myra Moore Bob Myrick | June 2006 |
| 16.5 Matt Dance will contact Bob Scotten/Carna McEachern regarding the scope of the WBEA proposal for a data management system and warehouse | Matt Dance | May 2006 |
| 16.6 Bob Myrick to reformat the budget file, add the 06 information into the 05 sheet and incorporate a | Bob Myrick | May 2006 |

| Action | Who | When |
|---|------------------|------------|
| variance column into the spreadsheet | | |
| 16.7 Marianne English to provide the manual to the Airshed managers for review. | Marianne English | April 2006 |
| 16.8 Airshed managers to respond with feedback from their board whether it would like to pursue calculation of performance measure #1 on for the airshed. | Airshed managers | June 2006 |

Myra Moore convened the meeting at 9: 40 am.

1 Administration

a) Approve agenda and meeting objectives.

The agenda and meeting objectives were approved with the following changes:
Agenda item “selection of new chair” was added after the agenda item “Action Items”.

b) Approve minutes from Meeting 15.

The minutes from the September 23, 2005 meeting were approved.

c) Review Meeting # 15 action items.

ITEM 15.1: *David will brief the AMSP team on the OSC Terms of Reference and also ensure that this is an agenda item for AMSP next meeting.*

Not complete (unsure) , Donna will bring it to the project manager’s (Matt Dance) attention.

ITEM 15.2: *Donna Tingley will make corrections to the minutes as discussed, send to David for review and then have these approved minutes posted on the web site.*

Complete.

ITEM 15.3 *The sub-committee will proceed with developing an RFP.*

Ongoing

ITEM 15.4 *OSC will discuss whether or not to proceed with selecting a contractor at the next OSC meeting.*

Ongoing see Agenda item 5.

ITEM 15.5 *Bob Myrick will revise the budget as discussed and have it sent out to all OSC members. (Attached to minutes).*

Complete.

ITEM 15.6: *Donna Tingley will have invoices to AENV, CAPP and the utilities sent out ASAP.*

Complete. Invoices were paid. Donna Tingley thanked CAPP, TransAlta, Epcor and Atco for their contributions.

ITEM 15.7: *David Graham will prepare a draft report to the Board and send out to OSC members for their review.*

Complete. Report was included in the CASA Board book for the December 05 board meeting.

ITEM 15.8: *Donna Tingley will fill out the survey based on comments received and send to OSC members to review.*

Complete.

ITEM 15.9: *David Graham will arrange the next agenda to have the team reports earlier.*
Complete.

d) Chair

David Graham will be retiring in the near future. The TOR state that the Chair should be from Alberta Environment (AENV). It was proposed that AENV staff decide amongst themselves who should be the Chair prior to the next meeting.

2 Report from Monitoring Organizations

2.1 Parkland Airshed Management Zone

Myra Moore summarized the update that was provided by Kevin Warren prior to the meeting.

- Reviewing draft Focus Emissions Inventory prior to Revisiting Funding Formula
- Currently upgrading Red Deer River DAS
- Currently discussing selection of Continuous PM_{2.5} Analyzer(s) and start CWS PM_{2.5} Monitoring
- Began passive portion of Tay River Air Quality Monitoring Program (10 stations) in March, continuous portion scheduled for May
- Beginning Air Quality Monitoring East of Zone for six months April –September (Interest in O₃ downwind of Red Deer)
- Replacing Raven Trailer in September
- Planning to Begin Human Health Exposure Assessment Program in November (RMH-Sundre areas)
- May have to develop O₃ Management Plan pending official notification of CWS assessment status

2.2 West Central Airshed Society (WCAS)

Bob Scotten provided the update on WCAS . The current challenge at WCAS is the redevelopment of the Hightower site. The current plan includes the use of alternative energy (wind, solar, backup bio-diesel generator, new energy efficient building (super insulated therefore no AC required, winter heat source is the heat from analyzers). The use of super insulation allowed the power consumption to be reduced sufficiently to meet energy demands through the use of wind turbines and solar panels. The pumps will be run on direct current (DC) which were reported to have less power requirement and therefore generate less heat). Building is very movable; it can be moved by helicopter. The approximate cost for the station is 80K of which 25 k is for the building. The advantage of using the alternative energy sources is that the station can remain at the same location. It was suggested that there might be an increased risk of not meeting the regulatory analyzer uptime requirements due to the use of alternative energy sources.

It is expected that the station will be up and running by the end of June 2006. It was mentioned that the data collected at the Hightower station is needed for purposes such as the PM and O₃ assessments. The question was raised whether due to the altitude of the station the O₃ data is

useful. It was confirmed that the data is very useful and can, and has been used in the PM and O₃ assessments.

2.3 Wood Buffalo Environmental Association (WBEA)

Bob Scotten provided the update on WBEA. WBEA hired a new Executive Director Carna MacEachern. The new concept at WBEA is that groups are supported through consultant contracts (Seacor Environmental) rather than through employees of WBEA. There will only be an executive director and an assistant on staff. Carna MacEachern's background is in education and she has an MBA. WBEA also hired a communications consultant. Both employees live in Ft McMurray. There is a high demand for information out of the Ft Mc Murray area from national and international media. WBEA hopes to see Carna attend the coming OSC meetings. Jacques Whitford is still the contractor (for one more year) for WBEA. It is unsure at this time if WBEA will issue an RFP for the contract.

It was asked whether the involvement of Saskatchewan in WBEA could be explained. Bob Scotten is consulting for the Saskatchewan Government and has been tasked to form airsheds in Saskatchewan. Saskatchewan has the desire to work with Alberta, and is starting to assess transboundary emissions. Saskatchewan would like to work with others but their greatest challenge is resources. It was mentioned that there is a sense that WBEA may want to conduct some work in Saskatchewan as most of the WBEA air emissions are deposited in Saskatchewan. Under consideration is a passive monitoring network along the border. Saskatchewan Environment is a member of WBEA and CEMA.

2.4 Fort Air Partnership (FAP)

Myra Moore provided the update on FAP.

Air Monitoring Contract

After going out for tender in November, bids were reviewed from 4 different contractors. AGAT was selected for both continuous and passive monitoring. The 3-year contract runs from Jan. 1, 2006 until Dec. 31, 2008, with the option to renew for 2 additional years.

Plans for Scotford and Bruderheim Stations and additional continuous monitoring in 2006-2007

- Planning to move Scotford station east, and monitor for SO₂, H₂S, and BTEX, for both Shell and BA Energy's compliance requirements.
- Planning for new Bruderheim station, monitoring for SO₂, NO₂, for compliance purposes, and PM_{2.5}. Plans are currently under review by AENV.
- Awaiting continuous BTEX monitor evaluation by AENV. The evaluation results are expected in April 2006.

We will also be adding a continuous Dichloroethane (DCE) analyzer in one (possibly two) stations in 2006. Currently assessing the instrumentation. DOW has an environmental agreement with Environment Canada to reduce DCE emissions. Part of the agreement is a requirement for air monitoring for DCE. Are looking at a continuous monitor due to high results from intermittent monitoring. (VARIAN cost: 60k has pre-concentrator unit, gaschromatography unit, allows for highly selective analysis of individual chemical compounds).

- VCM production will cease this year (Dow Chemical and Oxy-Vinyl).
- A new continuous SO₂ analyzer has been put in place at Elk Island. With this addition FAP will be able to generate an air quality index (AQI) from 3 stations (Fort Saskatchewan, Lamont and Elk Island).

Passive Monitor Project

- As of Feb. 1, 30 sites: 10 sites, residential areas, Ozone, SO₂, NO₂)
 20 sites (Shell compliance monitoring for SO₂, H₂S)
 Additional 10 sites by the end of 2006; modified grid network-
 reviewing recent EIA's, dispersion modeling and monitoring data.

Education Project: Teachers Resource Kit (funded by Dow Canada) for Junior High teachers to help with air quality education. The kit consists of a curriculum guide, an educational poster, and a video. All kits were distributed in early February, and the website (funded by AENV) was launched Feb. 1, 2006. Reception has been very positive, perhaps will be province wide distribution next year.

Quality Program Requirements for AMD

FAP hosted an information session regarding the Quality System requirements for *the 2006 Amendments to the AMD, 1989* (AMD 2006) on March 13, with Bob Myrick and Rob Bioletti of Alberta Environment. Nancy Maxwell, a consultant was also present. FAP will be asking for proposals for a contractor to develop the quality system as per the requirements of the AMD 2006 by April 1, 2007.

VOC Study – Annual report to be released by Environment Canada is delayed due to the federal elections. Rachel Mintz (E.C.) will be providing a draft copy for review to FAP and others before final release of document on the FAP website. The VOC program has been continued for 6 months until the end of March 2006. The VOC data has been forwarded to AENV to help with source apportionment studies in assessment of ozone levels.

PM_{2.5} instrument evaluation study

Data being collected by VAPS, Partisol, EBAM, TEOM for 3 months (January 1 to March 31), funded by AENV.

It was reported that on June 8 and 9th NAPS will meet to discuss which PM_{2.5} analyzer should be used for CWS related PM_{2.5} monitoring.

PM and Ozone Assessment by AENV

Recent PM_{2.5} and Ozone framework assessment indicates that FAP is in the “surveillance” action level for PM_{2.5} (Fort Saskatchewan and Elk Island Station) and the “planning” action level for Ozone as part of Edmonton CMA area (Fort Saskatchewan station), and surveillance level for the Lamont and Elk Island Station. A Regional Air Model plan will help with assessment of these issues. This is yet another reason to have a PM_{2.5} monitor placed at the Bruderheim station.

Regional Air Model Project

Joint project with Northeast Capital Industrial Association, AENV, FAP. Contractor will be hired in early April 2006 to develop a comprehensive emissions inventory for the airshed zone,

with the capability of running dispersion modeling for the region taking into account the new proposed projects (4 new upgraders and Scotford upgrader expansion). The inventory will be maintained on an annual basis.

Synergy Workshop to be held for Heartland area June 10, 2006

For residents of the Heartland area. Issues to be discussed are: air quality, water use and water quality, noise, land use and planning/zoning, health. FAP is working with residents to provide needed information so they can make informed decisions whether they would like to challenge applications for new industrial development.

2.5 Peace Air Shed Zone Association

Myra Moore summarized the update that was provided by Kevin Warren prior to the meeting.

- Currently working on Zone Expansion feasibility Study
- Working with Kereco to make Valleyview Station Site AMD-compliant before taking over operation
- Groundtruthing sites in Fahler area for Rover Station scheduled for startup in July
- Developing New Exceedence reporting and follow-up protocol

2.6 Palliser Airshed

No update was provided. It was noted that Carleen Schaefer should be a member of this committee.

AI Myra Moore will contact Carleen and invite her to become a member of the OSC.

2.7 LICA

Michael Bisaga provided the update on LICA.

Annual Open House

Approximately 90 people attended LICA's Annual Open House on November 16, 2005. Presentations included updates on LICA's regional environmental monitoring and management initiatives including Airshed and WPAC developments. Invited speakers included Myra Moore who spoke about FAP's education and awareness projects and Joe Prusak from AENV who spoke about the development of the Cold Lake Beaver River Water Management Plan and State-of-the-Basin Reports.

CASA Endorsement

With formal endorsement by the CASA Board of Directors at their meeting in Edmonton on December 1 2005, LICA became the seventh Airshed Management Zone in the Province. The CASA Board praised LICA's logical and 'pragmatic' approach in developing regional environmental monitoring programs.

Lica Airshed Implementation Plan

On December 12 2005, the five thermal heavy oil operators requiring AEPEA Approval amendments to reflect participation in the regional air monitoring network met with AENV to discuss the draft LICA Airshed Implementation Plan. AENV had been involved in the development of the regional

monitoring plan and therefore, no ‘show-stoppers’ were identified in the review; suggestions were made on minor improvements.

The much-anticipated final version of the LICA Airshed Implementation Plan was completed in mid-February. The plan recommends that LICA’s current network of 20 passive stations and one continuous air monitoring trailer be expanded to include four additional passive stations and two additional continuous monitoring trailers. The Plan is currently posted on the LICA website.

Approval Amendments

AEPEA amendment applications and the Implementation Plan were submitted to AENV at the beginning of March. AENV has deemed the applications ‘administratively complete’ and will be sending LICA the text and advertising instructions for the Notice of Application very shortly. After the advertisements are posted in local-area newspapers, there will be a 30-day period during which statements of concern can be submitted.

Governance and Bylaw Development

Since July 2005, LICA has been making progress on revising the Society By-laws. Revisions are complete and major changes include an expanded Board of Directors, consensus decision-making at the Board and Committee levels, and requirements for sector representation. The revised by-laws will be presented at the AGM in April for approval.

An “Agreement to Participate” has been drafted for sector representatives who are not LICA members. The intent of the agreement is to 1) identify the sector representative and obtain documentation that supports a sector’s selection of their representative; 2) document the sector representative’s understanding of LICA’s consensus decision-making process, and; 3) document the sector representative’s understanding that the LICA BoD will arbitrate on issues that cannot be decided on at the REASMC level. Work continues on refining the Agreement.

Operations

The Cold Lake South continuous air quality monitoring station donated by AENV has had several issues since it was commissioned in October 2005. Most of the problems are due to the leaky roof and associated water damage. Safety concerns abound because of the severely compromised structural integrity of the trailer and possible water-electricity mix. AENV has ordered a new trailer and delivery is expected by March 31, 2006. The tentative plan is to deliver the new trailer to Cold Lake and have Focus swap the analyzers and support equipment in place to minimize the amount of downtime during the transition.

Passive monitoring continues as planned with only minor bouts of vandalism, including the use of passive stations for target practice. This year’s annual report will be the first to have complete year-to-year comparisons of data collected by the LICA passive network.

Special Monitoring Projects

Since June 2005, AENV, the AEUB, and Devon Canada have responded to the concerns of La Corey residents regarding tank vapours from the area’s many heavy oil “cold-flow” systems. There is a perceived negative impact on air quality resulting from the release of hydrocarbon vapours from heated heavy oil storage tanks, however, no monitoring has been completed to quantify the impact. LICA agreed to work with AENV on the development of a sampling plan for the Tank Vapour Monitoring Project demonstrating LICA’s responsiveness to the concerns of local residents.

Watershed Initiatives

The Cold Lake–Beaver River Water Management Plan was adopted in 1985 to provide direction on managing water resources in the combined Cold Lake and Beaver River basins. Over the past 20 years, the region has experienced increased industrial development, considerable population growth, and years of below-normal precipitation.

The initial steps to update the 1985 plan took place during the summer of 2003 and resulted in the establishment of a Basin Advisory Committee (BAC). The BAC, co-chaired by LICA and AENV, is a multi stakeholder group comprised of local governments, industry, Metis Settlements and First Nations, federal and provincial government departments, and members of the public.

The BAC established technical teams to look at specific components of the Basin in order to summarize and update existing scientific knowledge. The up-to-date information is available in the recently completed State-of-the-Basin Reports under the following titles: Surface Water Quality; Surface Water Quantity and Aquatic Resources; Groundwater Quantity and Brackish Water and; Groundwater Quality. With the completion of the State-of-the-Basin reports, the BAC is now prepared to move on to the next phase of the planning exercise. This includes additional consultation with stakeholders, hosting workshops, drafting the updated Plan and hosting public meetings to review the draft updated Plan and receive comments.

A Watershed Planning and Advisory Council (WPAC) for the Cold Lake Beaver River Basin is currently in the process of being established. Membership on this WPAC will include some combination of the existing Basin Advisory Committee, LICA's Regional Environmental Water Monitoring Sub Committee as well as additional interested stakeholders from the watershed.

Coming Soon...

1. On March 1, LICA invited applications for Airshed Program Manager; the posting closed on March 15. It is LICA's intention to have the Airshed Program Manager in place by the AGM. Currently this responsibility is split between AENV (Michael Bisaga) and Glenys Carling, Imperial Oil.
2. LICA's AGM will be on April 26 at the Bonnyville Senior's Drop-in Centre.

AI Michael Bisaga will forward the LICA agreement to the OSC members.

2.8 Other Airshed Zones

Albert Poulette provided an update on the Central Airshed Zone (Greater Edmonton Area). The inaugural meeting is on April 10th, 2006. Stantec Consulting is the service provider working with Sierra Club and Toxics Watch to work on establishing the Airshed zone. Stantec has done lots of lobbying with individual groups such as industry and academia. The Airshed should be organizationally up and running after the April 10, 2006 meeting. The Airshed is still controversial; it is the first major urban Airshed. It will likely include the Strathcona Industrial Association, parts of Strathcona County, Parkland County, Leduc County, Spruce Grove and Stony Plain.

Calgary Airshed:

Have received a number of proposals regarding the feasibility study for a Calgary Airshed. Stakeholders are in the process of formalizing the organizational structure of the Airshed.

2.9 AENV

An update on AENV budget initiatives was provided. AENV spent 10 million last year on monitoring, asked for 12 million this year. Peter Watson is supportive of the monitoring initiatives. There appears to be commitment to monitoring in general and air monitoring in particular.

The NAPS annual meeting is in June – expect consistent funding and resources. Everything is going well.

PM and O₃ - AENV currently does not have a good understanding on how the management plan development process will function. It is unclear at this time who will take the lead in this process. Once stakeholders have been notified the process will need to be determined

Update on McIntyre Monitoring Centre – Put forward a proposal for a business case trying to develop center for excellence (= equipment testing/evaluation, personnel accreditation, standards, SOP's, audit program). Looking for input from industry and academia.

The MAML is ready for capital replacement, training of fire department staff on the mobile monitoring unit continues.

Portable monitoring unit: It was unclear where this project is at but it was suggested that the unit might be ready by the end of April 2006.

Work on an agreement for the use of the Portable Unit is underway.

Strathcona County has an analyzer that is portable and can be deployed during emergency situations.

2.10 Industry

Sherry Sian provided an update on CAPP initiatives. John Squarek is participating in the Calgary Regional Airshed. CAPP has been working on the development of a CAPP guide to the 2006 Amendments to the Air Monitoring Directive, 1989 (AMD 2006).

2.11 CASA

Donna Tingley provided an update on CASA .

- 1. Science Symposium on Nitrogen** – At its December 2005 meeting, the CASA board approved terms of reference for the Science Symposium Organizing Committee. The goals of the committee are to: 1) address issues related to the science of nitrogen emissions and their environmental effects, and 2) examine risks and management approaches for these issues in Alberta.

The Science Symposium will be held at the Fairmont Chateau Lake Louise from September 27-29, 2006. The symposium program and a call for papers can be found on the CASA website at:

http://www.casahome.org/for_stakeholders/workshops/conference.asp. Registration details will be available soon.

2. **Lakeland Industry & Community Association** – The CASA board endorsed the LICA as a CASA airshed zone at the December 1 board meeting. A representative from LICA has been invited to attend the next OSC meeting.
3. **Ambient Monitoring Strategic Planning Project Team** – This team is planning a stakeholder workshop for June 6, 2006 in Calgary hosted by TransAlta to obtain input on the project team’s direction in developing a new ambient air quality management plan for Alberta.
4. **Airshed Workshop Organizing Committee** – This committee presented its final report and recommendations to the CASA board on March 16, 2006. The board accepted the team’s report subject to incorporating final comments by the presenters to the conference and to a recommendation from the committee which it modified to read: *directed the CASA secretariat to facilitate a meeting of airshed zones* at which time those present may discuss the formation of an Airshed Council.
5. **Particulate Matter & Ozone Implementation Team** – The board agreed to proposed terms of reference for a PM and Ozone Implementation team at the March 16 meeting. The goal of the new team is “to support and when required, facilitate, the timely implementation of the Alberta Particulate Matter and Ozone Management Framework (2003).”

3 Update from the Ambient Monitoring Strategic Planning (AMSP) Team

Bob Myrick provided an update on the AMSP. The team was set up to revise the old CASA strategic monitoring plan but is doing much more than that as it is looking at all monitoring in the province (provincial monitoring, industry and Airshed monitoring) not just the provincial backbone network monitoring.

The team is in the process of drafting a strawdog report, which will be presented at the June 6th meeting. The concept of *Plan Do Check Act Cycle* is fundamental to the new plan. The team is also looking at the data warehousing and information dissemination aspect of air monitoring. There is a need to develop an understanding of who the audiences are and in which way the information needs to be presented to the specific audiences. The team does consider technical issues such as network design. The goal is an integrated and coordinated approach to monitoring and information dissemination of air information in the province of Alberta.

Several questions were raised: What would be the driver for allocating the funding for the overarching strategic plan? What about the regulatory requirements for monitoring? It appears that within Alberta Environment there are mixed directions given, in that some are promoting the strategic plan others are requiring [compliance] monitoring stations on a seemingly arbitrary basis.

It was mentioned that whatever the strategic plan is, when AENV or other stakeholders are signing on they make a commitment to follow up and allocate resources accordingly. A reminder was given to all team members that representatives on teams coordinate with their stakeholders

to ensure that all needs of their organization are met prior to making any commitments on a CASA team.

4 Support for the AMSP Team

a) Self assessment of the effectiveness of the OSC

It was proposed that in the interest of coordination between the AMSP team and the OSC that the OSC does a self-assessment on the operation of this committee and how it has been working over the years. The team moved off the original OSC TOR and the focus of the team has changed over time. This information may be helpful to the AMSP team as they are considering the management of the AMSP. There is currently not a specific plan for the assessment process. Team members expressed agreement with proceeding with such assessment. The general sense was that the team has not tracked progress in accordance with the purposes stated in the TOR. It was proposed to consider management of the new strategic monitoring plan AND data/information management. The new plan must consider implementation hence there is an overlap. It was acknowledged that there maybe a need to refocus the OSC. The original TOR were derived from the old strategic plan.

The questions that could be answered in the self assessment are for example the composition (membership) of the group, funding, and management of the plan. Funders that were identified in the old plan never contributed to the plan. Does this committee have anything to contribute as to how the new plan should be managed? Should the team provide recommendations to the AMSP team prior to finalizing the straw dog report? The OSC was supposed to be the steward of the strategic plan, is the OSC now redundant due to the existence of the AMSP team?

The team agreed not to go through a formal self-assessment at this time and provide advice to the AMSP with regards to the management/implementation of the OSC in regard to the strategic plan (successes/failures of the AMSP). AMSP members that are also OSC members will discuss the functioning of the OSC at the AMSP team meeting.

AI: Myra Moore to speak to Kevin Warren if he has any comments on the functioning of the OSC that can be taken back to the AMSP team.

AI: Bob and Myra will take the recommendations from the informal self assessment back to the AMSP team.

b) Survey on the Data Warehouse

- Who are the users (the warehouse should tell us this)?
- What are the user needs
- An analysis of the data requested
- What is the publics need

Users: The RFP subgroup recommends to the AMSP team to hire a contractor to conduct the survey. The AMSP team accepted the recommendation and will proceed with the hiring of a market research contractor to determine who the users for ambient air data are. RFP is currently being drafted. Results will be available for the June 2006 workshop.

WBEA set aside 100k for a scoping document to address the same questions. Carna MacEachern, Diane Philips (chair of the WBEA technical committee) and Darrell Martindale

(chair TEEM) are working on this issue. The suggestion was made to cooperate with this group rather than issuing another RFP.

WBEA is looking for a consultant to come in and help design the survey, so that they will have an idea on how to manage the data management system.

The WBEA survey will not be ready in time for the Monitoring Workshop in June 2006. The question was raised whether the proposed WBEA Data Warehouse would be a replication of the CASA Data Warehouse. The WBEA proposal will look at the storage and usage of data and be used for trending and modeling.

AI Matt Dance will contact Bob Scotten/Carna McEachern regarding the scope of the WBEA proposal for a data management system and warehouse.

5 CASA Data Warehouse

a) RFP subgroup report

It was agreed by consensus that proceeding with the RFP at this time would be premature. The RFP will be delayed to some time in the future as recommendations from the AMSP Team will have impact on how to proceed. A preliminary assessment is required to determine in what direction the CDW is to proceed.

b) 2005 summary

Two meetings were held with data providers in the fall of 2005. In response CDW provided the data viewer, which seems to have resolved many of the data submission issues. It was discussed that selected data providers still have problems with the data loading procedures, while others submit data to the Warehouse without any problems. It was pointed out that data loading does require trained personnel and continuous attention to the process. The CASA Data Warehouse meetings with stakeholders in the fall provided training, but unfortunately not all data suppliers did attend the training, and those that did not attend seem to be having the problems.

The CDW manager did not ask for prior approval from the OSC for some of the changes to the 2005 budget although members agreed to the budget changes by email before any invoices were paid. It was suggested that there needs to be a process that allows for budget adjustments in between meetings as the OSC only meets twice per year. Please see attached report for further details.

c) 2006 plans

The proposed 2006 budget was reviewed. See attached report for details. It was noted that the amount of money set aside to bring in the industry data may have been adequate 10 years ago but may not be sufficient now. It was suggested to reformat the budget in that the 2005 budget will be next to the 2005 actual expenditures, and the proposed 2006 figures and a variance column will be in the same spreadsheet to allow for easy comparison and identification of changes.

The team agreed to accept the proposed 2006 budget.

AI Bob Myrick to reformat the budget file, add the 06 information into the 05 sheet and incorporate a variance column into the spreadsheet.

6 Report from the CASA Secretariat

a) Science Symposium

Bettina Mueller reported on the CASA Science Symposium on Nitrogen, which will be held September 27 – 29, 2006 at the Fairmont Chateau Lake Louise. The symposium will run from Wednesday noon until Friday noon, with an opportunity for groups to meet with specific speakers on the Friday afternoon. The Symposium will cover the topics of N chemistry, eutrophication, acidification, N measurement and modeling, N in relation to PM , ozone and climate change, the health and environmental effects of N and management approaches to N emissions from a technical and policy perspective.

b) CASA Air Quality performance measures

Marianne English provided the CASA performance measure report (see attached) and discussed performance measure # 1 *Improved air quality indicators and areas of CASA action*. Performance measures were initially identified by the CASA Board. The subcommittee identified indicators for this performance measure which are: annual average concentrations, average annual wet deposition, annual 99th percentile ambient concentrations. The methodology for calculation was reviewed by a statistician, approved by the CASA board, and was adopted by AENV for the SOE reporting

There was a suggestion from stakeholders that while it is nice to know the provincial average, it would be desirable to have the regional averages. The question was asked whether the airsheds would be in the position to calculate the regional values using the methodology developed by the Performance Measures Subcommittee. The calculation is completed every 3 years using the CDW. It was suggested that these calculations be performed by an automated report in the CDW. The calculation procedures have been documented in a manual and are available for review. It was mentioned that in addition to the 99th percentile the 50th and 25th may be of interest for longterm trending.

Airshed representatives expressed an interest in the methodology to calculate the performance measures and asked for more detailed information.

AI Marianne English to provide the manual to the Airshed managers for review.

AI Airshed managers to respond with feedback from their board whether it would like to pursue calculation of performance measure #1 on for the airshed.

7 Air Monitoring Directive Update

The *2006 Amendments to the Air Monitoring Directive 1989*, (AMD 2006) have been released.

Highlights / deadlines are:

- Date effective: April 1 2006
- Design of quality system for monitoring and reporting activities: April 1, 2007
- Implementation of quality system: April 1, 2008

- CEMS electronic reporting mandatory: April 1, 2007.
- Enables submission of air data in electronic format (pdf accompanied by excel file).

8 PM/O₃ Assessment

The CASA PM and O₃ implementation team TOR were approved by the CASA board. The assessment for 2001-2003 is complete with the exception of the modelling for Red Deer. Edmonton and Calgary are in the Management Plan Action level hence need to develop an action plan. Stakeholders that will be notified are Airshed zones and affected jurisdictions (city, county, regional health authority and industry).

The Red Deer CMA assessment has not been finalized, it is still uncertain whether certain episodes can be removed due to not being of anthropogenic origin. Modeling will be finalized by May 2006 and the information can then be used for a decision on backing out or not backing out those episodes.

9 Other Business and Next Meetings

The meeting was adjourned at 3:30 pm. The next meeting will be held on Friday, October 6, 2006, at CASA in Edmonton, starting at 9:30 am.