

# Minutes



## Performance Measures Committee meeting #67

Date: 18 November 2014

Time: 1:00 pm – 3:00 pm

Place: CASA office, 10035 108 Street, Edmonton

### In attendance:

Name	Stakeholder group
Martina Krieger	Alberta Environment and Sustainable Resource Development
Keith Murray	Alberta Forest Products Association
Ruth Yanor	Mewassin Community Council
Celeste Dempster	CASA
Michelle Riopel	CASA

### Action Items:

Action Items	Who	Due
67.1: Administer the 'Recommendation Implementation Assessment Questionnaire' for the ten recommendations that were identified as substantive from 2009, and the one recommendation that was identified as substantive from 2010.	Michelle	Next meeting
67.2: Gather the performance measures and indicators results for the final report.	Michelle	Next meeting
67.3: Confirm availability for meeting on January 14 <sup>th</sup> .	Martina	ASAP

### 1) Administrative Items

The meeting began at 1:05 pm. Quorum was achieved.

The agenda and meeting objectives were approved by consensus.

The minutes from meeting #66 were approved by consensus. Action items from meeting #66 were reviewed as follows:

Action Items	Who	Status
66.1: Celeste will distribute AER ST60B report and review it for explanations about changes in flaring and venting.	Celeste	Complete
66.2: Martina will verify with Andrew Clayton the process for reporting against the CAAQS.	Martina	Complete
66.3: Martina will verify language around "airsheds" used in the AQMS.	Martina	Complete
66.4: Martina will follow-up with Bob Myrick regarding low-rated recommendation 3 from the Acidifying Emissions Project Team.	Martina	Complete

66.5: Celeste will prepare the draft 2013 annual report and send it to the Committee for review.	Celeste	Complete
66.6: Celeste will prepare the draft Board presentation and send it to the Committee for review.	Celeste	Complete

## 2) 2010 Recommendations

The Committee reviewed recommendations approved by the Board in 2010 and 2009 and classified them as administrative, operational, or substantive. In 2009 the Board approved 26 recommendations from the Ambient Monitoring Strategic Planning Project Team, which were missed in the 2013 Performance Measures review process. The Committee found that recommendations 5, 11, 13 (1<sup>st</sup> bullet only), 14, 16 (bullets a, b, and d only), 17 (2<sup>nd</sup> bullet only), 18, 19 (bullets b and c only), 23, and 26 from 2009 were substantive. In 2010 the Board approved 1 recommendation from the Indoor Air Quality Project Team, 3 recommendations from the Martha Kostuch Legacy Workshop Team, and 2 recommendations from the Flaring and Venting Project Team. The Committee found that recommendation 1 from the Flaring and Venting Project Team was substantive.

Celeste noted that each of the recommendations to be categorized met the seven selection criteria as outlined in the PM Strategy to be eligible for assessment:

It was also noted that the percentage of complete recommendations in the 2013 PMC report will need to be amended to reflect the results of this review.

***Action item 67.1: Michelle will administer the ‘Recommendation Implementation Assessment Questionnaire’ for the ten recommendations that were identified as substantive from 2009, and the one recommendation that was identified as substantive from 2010.***

The Committee identified assessors for each substantive recommendation, and the remaining recommendations were classified as either operational or administrative, as per the table below.

<b>2010 recommendations approved by CASA Board</b>			
<b>Rec #</b>	<b>Recommendation</b>	<b>Category</b>	<b>Assessor</b>
<i>Indoor Air Quality</i>			
1	The Government of Alberta considers the information in this report should they undertake any future work on indoor air quality in the province.	Administrative	N/A
<i>Martha Kostuch Legacy Workshop Team</i>			
1	The project team recommends that CASA hold another workshop in 2012 on consensus decision making. The workshop should build on this workshop instead of covering the same subjects. Potential future topics include improving relationship building, overcoming barriers to consensus and understanding ground rules and consensus principles.	Operational	N/A
2	The project team recommends that the CASA secretariat	Administrative	

	will contact possible mentors and gauge the level of interest in a mentorship forum. Stakeholders will be consulted on the most appropriate means to bring together mentors and current CASA stakeholders.		
3	The project team recommends that the CASA Communications Committee, in consultation with the Martha Kostuch Legacy Workshop team, develop a plan for a pilot project that will create an interactive forum for process-related conversations with our stakeholders. This is envisioned as a webpage for consensus issues and comments to be discussed. The Communications Committee would oversee the moderation guidelines, promotion and resources required for the webpage. The committee will report to the board June 2011 after evaluating the pilot. At that time, the board can determine if the site should continue or be modified.	Operational	N/A
<i>Flaring and Venting Project Team</i>			
1	<b>Annual Inflation Factor for Net Present Value</b> The ERCB should adjust the threshold for the Net Present Value each time Directive 60 is updated, to reflect an annual inflation factor in accordance with the Consumer Price Index, using 2006 (-\$50,000) as the baseline year.	Substantive	AER
<i>Note: The committee was uncertain what the Net Present Value represents. Celeste clarified that it is an input into the calculation to determine whether to conserve gas.</i>			
2	<b>Review of Well Test Time Limits</b> The ERCB should conduct a review of well test time limits for heavy oil and bitumen, similar to the report published by CASA in 2005, entitled "Flaring and Venting Review of Well Test Time Limits". In conjunction with industry, the ERCB should evaluate the results of the study and determine next steps by June 2013.	Operational	AER

<b>2009 recommendations approved by CASA Board</b>			
Rec #	Recommendation	Category	Assessor
<i>Ambient Monitoring Strategic Planning Project Team</i>			
1	<b>Adoption and review of the framework for Alberta's air monitoring system</b> The Ambient Monitoring Strategic Plan (AMSP) Project Team recommends that:		
	<ul style="list-style-type: none"> <li>• CASA adopt the framework, consisting of the vision, principles, goals and objectives, and</li> </ul>	Administrative	N/A
	<ul style="list-style-type: none"> <li>• Review the framework after ten years following the date of approval.</li> </ul>	Operational	N/A
2	<b>Multi-stakeholder Implementation Committee</b>	Operational	N/A

	The AMSP Project Team recommends that: A Multi-stakeholder Implementation Committee be established by Alberta Environment to manage implementation and evaluate progress of the new ambient air quality monitoring system recommended in this Strategic Plan.		
3	<b>Annual work plan</b> The AMSP Project Team recommends that: The MIC (Multi-stakeholder Implementation Committee) develop an annual work plan to be approved by Alberta Environment, coordinated with GOA budget cycle beginning in Fiscal Year following approval.	Operational	N/A
4	<b>Review of strategic plan</b> The AMSP Project Team recommends that: CASA establish a new team to review and revise the strategic plan every five years, commencing five years following board approval.	Operational	N/A
5	<b>Data Quality Objectives</b> The AMSP project team recommends that: The MIC define draft Data Quality Objectives for each monitoring sub-program within one year after the MIC is formed. These Data Quality Objectives will be reviewed on an on-going basis.	Substantive	Bob Myrick
6	<b>Monitoring input from CASA project teams</b> The AMSP Project Team recommends that the CASA Board and Secretariat initiate the following actions related to monitoring and data issues:		
	1. In the Terms of Reference for Project Teams, as appropriate, require as a specific task the identification of any network as related monitoring and or data needs related to any of their recommendations;	Administrative	N/A
	2. That Project Teams be formally requested, on an annual basis, to provide any network monitoring or data issues, needs or concerns that have arisen from their work to be recorded by the Secretariat and sent to the Multi-Stakeholder Implementation Committee (or subsequent equivalent or AENV). These should also be retained as reference material for use by the next AMSP Project Team; and	Operational	N/A
	3. That CASA members be formally polled as part of the CASA coordination workshop regarding their level of satisfaction with, and recommendations for, the ambient monitoring network (it is recommended that this be done in conjunction with the establishment of the AMSP Project Team undertaking the update of the Strategic Plan	Operational	N/A

	(recommendation 4)).		
7	<p><b>Adoption of the seven sub-programs</b></p> <p>The AMSP Project Team recommends that CASA approve the provincial ambient air monitoring network, initially consisting of the following seven sub-programs:</p> <ol style="list-style-type: none"> <li>1. Population-based monitoring sub-program,</li> <li>2. Ecosystem monitoring sub-program, including acid deposition monitoring,</li> <li>3. Ozone monitoring sub-program,</li> <li>4. Boundary Transport monitoring sub-program,</li> <li>5. Background monitoring sub-program,</li> <li>6. Pattern recognition monitoring sub-program, and</li> <li>7. Industrial compliance monitoring sub-program</li> </ol>	Administrative	N/A
8	<p><b>Improved air monitoring for urban centres</b></p> <p>The AMSP project team recommends that the MIC consider in their workplan the following in determining future air monitoring for urban areas:</p> <ol style="list-style-type: none"> <li>a) Use an objective, scientific defensible process to determine the appropriate monitoring for Edmonton and Calgary.</li> <li>b) Where possible, incorporate existing monitoring conducted by industry, airsheds and government into urban monitoring networks.</li> <li>c) Assess the need for two monitoring stations in municipalities with a population greater than 50,000.</li> <li>d) Assess the need for one permanent monitoring station in municipalities with a population greater than 20,000.</li> <li>e) Assess the monitoring needs for monitoring in municipalities with a population less than 20,000.</li> <li>f) Use the Air Monitoring Guidance Tool or equivalent in the decision making process for determining the priority for new monitoring.</li> <li>g) Review population growth in urban centres annually to determine the need for additional monitoring.</li> </ol>	Operational	N/A
9	<p><b>Ecological monitoring</b></p> <p>The AMSP team recommends that Alberta Environment as part of their annual planning:</p> <ul style="list-style-type: none"> <li>• Evaluate opportunities for better coordination of air, land, water and biodiversity monitoring programs in Alberta. This should involve developing integrated monitoring stations to monitor all media within a given area.</li> </ul>	Operational	N/A
<i>Note: The implementer would now be AESRD (not Environment)</i>			
10	<b>Advice for acid and nitrogen deposition monitoring</b>	Operational	

	<p><b>stations</b> The AMSP team recommends that airsheds and the MIC consider the following when designing a deposition monitoring network:</p> <ul style="list-style-type: none"> <li>• Locating at least one dedicated acid and/or nitrogen deposition monitoring station near important source emitting areas.</li> <li>• Establishing at least one dedicated monitoring site in an area that represents a lower loading condition for comparison (background station).</li> <li>• Evaluating the use of passive samplers for SO<sub>2</sub>, HNO<sub>3</sub>, NH<sub>3</sub> and NO<sub>2</sub> to support dry deposition monitoring.</li> <li>• Define acid and nitrogen deposition monitoring protocols to be applied province-wide for wet and dry deposition.</li> <li>• Ensure that comparable monitoring approaches for wet and dry deposition are used across the province.</li> </ul>		
11	<p><b>Re-designing the acid deposition monitoring network</b> The AMSP team recommends that the MIC redesign the provincial wet and dry deposition monitoring network, focusing on areas of predicted high deposition, high receptor sensitivity and high uncertainty, also giving consideration to the existing long-term precipitation quality data base. In redesigning the acid deposition network, the following should be considered:</p> <ul style="list-style-type: none"> <li>• Expand the network to include more monitoring in areas with high deposition and high receptor sensitivity.</li> <li>• Expand the network to include areas of high uncertainty.</li> <li>• Implement instrumentation that would allow both wet and dry deposition calculation at all monitoring sites.</li> <li>• The addition of approximately eight to twelve new wet and dry deposition stations to meet the needs mentioned in the previous three bullets. Scientific rationale will have to be provided when determining the number and location of these stations.</li> </ul>	Substantive	Bob Myrick
12	<p><b>Precipitation quality gradient monitoring program</b> The AMSP team recommends that:</p>		

	<ul style="list-style-type: none"> <li>The MIC consider implementing a 3 to 5 year precipitation quality monitoring program to characterize the precipitation quality gradient across Alberta. The program would consist of 16 to 20 monitoring sites with the east-west transect bisecting the Calgary-Edmonton corridor and the north-south transect along the Calgary-Edmonton corridor.</li> </ul>	Operational	N/A
	<ul style="list-style-type: none"> <li>Environment Canada, in consultation with the MIC, implement a study to quantify the reliability of precipitation volume data.</li> </ul>	Operational	N/A
13	<p><b>Ozone monitoring in the affected area of Alberta</b> The AMSP team recommends that:</p>		
	<ul style="list-style-type: none"> <li>The MIC and the affected airsheds design an ambient monitoring network for ozone, its precursors and products, for the affected airsheds that are assigned to the Management Plan action level. The monitoring program will consider monitoring for ozone, ozone precursors and ozone products upwind and downwind of the affected airsheds.</li> </ul>	Substantive	Bob Myrick
	<ul style="list-style-type: none"> <li>The MIC look for opportunities to optimize the current monitoring stations in the affected area of Alberta based on the proposed network design.</li> </ul>	Operational	N/A
14	<p><b>Boundary Transport monitoring</b> The AMSP team recommends that the MIC:</p>		
	a) Consider results of the province-wide network design project in determining how to address air pollutants entering and leaving the province;	Substantive	Bob Myrick
	b) Determine the suitability of existing stations to assess border transport of air pollutants (i.e., Fort Chipewyan, Hightower Ridge, Beaverlodge, Esther, Cold Lake and Medicine Hat as well as industrial compliance monitoring stations). If these stations are suitable, they should be added to the network; and	Substantive	Bob Myrick
	c) Assess the suitability of proposed new boundary transport monitoring stations in the Kananaskis area, Pincher Creek/Waterton area, northwestern Alberta, and northeastern Alberta near the Saskatchewan border, on the Saskatchewan side of the Alberta-Saskatchewan border and if the results are favourable, bring these stations into the program.	Substantive	Bob Myrick

	d) Develop a methodology and/or set of criteria for determining the suitability of stations for both boundary transport and background monitoring.	Substantive	Bob Myrick
15	<b>Visibility</b> The AMSP team recommends that: The MIC investigate the opportunity to collaborate on the visibility monitoring program under development by Environment Canada over the next 3 to 5 years.	Operational	N/A
16	<b>Background monitoring</b> The AMSP team recommends that the MIC:		Bob Myrick
	a) Consider results of the province-wide network design project in determining how to address background air quality in Alberta;	Substantive	Bob Myrick
	b) Determine the suitability of existing monitoring stations to assess background air quality (Hightower Ridge and Beaverlodge); and	Substantive	Bob Myrick
	c) Consider establishing background air monitoring stations in the Kananaskis area, Pincher Creek/Waterton area and northwestern Alberta.	Operational	N/A
	d) Develop a methodology and/or set of criteria for determining the suitability of stations for both boundary transport and background monitoring.	Substantive	Bob Myrick
17	<b>Background monitoring upwind of large industrial complexes</b> The AMSP team recommends that the MIC:		
	<ul style="list-style-type: none"> <li>Evaluate background monitoring upwind of large industrial complexes in Alberta and determine adequacy, identify gaps and make recommendations to Alberta Environment, airsheds and industry.</li> </ul>	Operational	N/A
	<ul style="list-style-type: none"> <li>Address gaps and ensure that background monitoring is conducted upwind of large industrial complexes throughout Alberta.</li> </ul>	Substantive	Bob Myrick
18	<b>Pattern Recognition network design</b> The AMSP team recommends that the MIC:		
	<ul style="list-style-type: none"> <li>Do a scientific, objective analysis to determine the appropriate network density for a province-wide network that will spatially represent air quality in Alberta.</li> </ul>	Substantive	Bob Myrick
	<ul style="list-style-type: none"> <li>Use industry, airshed and government monitoring stations where possible to address gaps in air monitoring. An assessment of where these gaps are and what stations could be used to fill these gaps is required.</li> </ul>	Substantive	Bob Myrick
19	<b>Rationalizing industry monitoring</b>		



	The AMSP team recommends that the MIC:		
	<ul style="list-style-type: none"> <li>Look for opportunities with industry, airsheds and AENV to rationalize air monitoring currently being conducted by industry.</li> </ul>	Operational	N/A
	<ul style="list-style-type: none"> <li>Provide guidance for industry, airsheds (if present in the region) and AENV in the evaluation of facility specific compliance monitoring stations.</li> </ul>	Substantive	Bob Myrick
	<ul style="list-style-type: none"> <li>Make recommendations to industry, airsheds and AENV regarding which stations might be incorporated into the monitoring network.</li> </ul>	Substantive	Bob Myrick
22	<b>Data management principles</b> The AMSP Project Team recommends that: CASA accept the principles of the new data management system.	Administrative	N/A
23	<b>Mandatory submission of data to a central data management system (currently, the CASA Data Warehouse.)</b> The AMSP Project Team recommends that: Alberta Environment develop a mechanism within one year following board approval to facilitate mandatory submission of all ambient air quality monitoring data in Alberta to a central data management system within a prescribed time period.	Substantive	Bob Myrick
24	<b>Funding the central data management system</b> The AMSP Project Team recommends that: The Multi-Stakeholder Implementation Committee consider funding for the central data management system as part of the overall air monitoring system costs.	Administrative	N/A
25	<b>Determining the needs of data users</b> The AMSP recommends that: Within one year of board approval Alberta Environment conduct a survey to determine the needs of data users and what information would be most useful to users and provide the report to the Multi-Stakeholder Implementation Committee.	Operational	N/A
	<i>Note: The Committee felt that "data users likely refers to general users, rather than managers.</i>		
26	<b>A comprehensive emissions inventory</b> The AMSP Project Team recommends that: Alberta Environment develop and maintain a comprehensive GIS-based provincial inventory of all relevant emission sources that influence provincial air quality commencing within one year following board approval.	Substantive	Crystal Parrell or alternate she suggests.
27	<b>Priority and timelines for implementation</b> The AMSP project team recommends that:		
	<ul style="list-style-type: none"> <li>The Ambient Monitoring Strategic Plan be</li> </ul>	Operational	N/A

	implemented according to the 5-year timeline suggested by the AMSP Implementation Subgroup, as outlined in Table 11 of the Implementation Plan. Where specific timelines are not mentioned in the recommendations, they are captured in the seven sub-programs discussed in the AMSP.		
	<ul style="list-style-type: none"> <li>The MIC have flexibility to modify the implementation timeline according to any new priorities.</li> </ul>	Operational	N/A
28	<p><b>Alignment of AMSP with Government of Alberta Direction</b></p> <p>The AMSP project team recommends that:</p>		
	<ul style="list-style-type: none"> <li>AENV consider the 2009 AMSP report, associated recommendations and the ambient air monitoring network design in the development and implementation of new regional environmental plans and regional monitoring through the renewed Clean Air Strategy, Alberta Land-use Framework and Integrated Monitoring, Evaluation and Reporting Framework. The team recognizes that the technical portion of the AMSP report will need to be responsive to changes in the environment (physical, economic, social and political) and that actual monitor locations may change accordingly.</li> </ul>	Operational	N/A
	<ul style="list-style-type: none"> <li>AENV report back to the CASA Board annually on the implementation status of the 2009 AMSP.</li> </ul>	Operational	N/A

### 3) Next Steps for 2014 Report

The Committee reviewed their workplan to prepare the 2014 PMC Report. At the next meeting, Michelle will share the results of the performance measures and indicators with the PMC. At this time, the Committee will also review the low-rated recommendations matrix and prepare their recommendations to the Board. The Committee will also review any adjustments that need to be made to Performance Measures Strategy, taking into consideration the outcomes of the Board discussions regarding performance measures from the June 2014 meeting and the 2014 strategic planning. This is content for the 2014 PMC Annual Report which will be presented to the Board in March 2015. The PMC will need to prepare the report one month in advance of the Board meeting, and deliver a presentation.

***Action item 67.2: Michelle will gather the performance measures and indicators results for the final report.***

The next meeting is tentatively set for January 14<sup>th</sup>, 2015 from 9:00am to 2:30pm in Edmonton.

***Action item 67.3: Martina will confirm her availability for January 14<sup>th</sup> asap.***

## **4) Meeting Wrap-up**

The PMC reviewed the action items from today's meeting.

Celeste provided a brief update of CASA's other initiatives, including the Odour and Electricity Framework Review Teams, the MCP Guide, and the upcoming training in Interest-Based Negotiation.

The Committee did a final check-in, and the meeting adjourned at 2:45pm.