

Airshed Zones Board Committee

Terms of Reference

Background:

At the September 23, 2008 CASA Board meeting, the Secretariat was directed to form a committee to develop a Terms of Reference to address the issues raised by the Alberta Airsheds Council. Many of the CASA project teams use air quality monitoring data that is collected by the airsheds to assess the current state of air quality trends. There is a reciprocal relationship between CASA and the airsheds in that airshed monitoring supports the policy development and planning at CASA and CASA project teams make recommendations for the monitoring and assessment of air quality by airsheds. Historically, airsheds have not had the opportunity to participate in board decisions that impact airsheds' operation and direction.

The relationship between CASA and Airshed Zones needs to be clarified and roles and responsibilities for each of them need to be clearly understood. The role of airsheds is evolving and will be impacted by policies such as the Land Use Framework (LUF), Ambient Monitoring Strategic Plan (AMSP), the Clean Air Strategy (CAS) and PM and Ozone Management Framework (PM & O). Given the uncertainty of exactly how air quality management will be handled in the future, the relationship between airsheds and CASA may evolve and efforts should be made to clearly define and understand existing roles.

Goal:

The goals of the Airshed Zones Board Committee (Committee) are to achieve clarity with respect to the roles and relationships between the CASA Board and the Airshed Zones.

Objectives:

The Committee agreed by consensus to the following objectives:

- (a) Understanding the needs of airshed zones from their involvement with CASA
- (b) Understanding the needs of CASA from its involvement with airsheds
- (c) Reviewing the "*CASA Airshed Zones Guidelines*", particularly the benefits of airshed zones being involved with CASA, to determine if their needs are being met. If the needs of airshed zones are not being met, then gaps will be identified and recommendations made for future changes to the Guidelines.
- (d) Identifying policies and strategies (e.g. LUF, CAS) that will potentially impact future role of airshed zones and their relationship with CASA

- (e) Based on an understanding of the needs of airshed zones and potential future roles, identify what membership on the CASA Board will mean for Airsheds and recommend whether airsheds should be included in CASA Board membership.

NOTE: Airshed zone membership on the Committee will be recommended for consideration by the Board when they discuss the terms of reference at the June Board meeting

Key Task Areas:

The Airshed Zones Board Committee will undertake the following tasks:

1. Meet with the Alberta Airsheds Council (AAC) to understand and document their interest and expectations. This would include a review of the June 24, 2008 presentation on Board membership prepared by the AAC. Kerra and Linda will explore the possibility of getting some time on the June AAC Agenda to give an update on what the Committee is proposing, with a view to spending more time on this at the September AAC meeting.
2. Meet with the CASA Business Planning team to gain an understanding of what they see for the future relationship between CASA and Airsheds.
3. Develop proposed recommendations for the CASA Board.
4. Discuss the recommendations with the Airshed Zones.
5. Prepare the Final Report and Recommendations to the CASA Board that would include:
 - (i) Clarification around the interests and the relationship between Airsheds and CASA
 - (ii) Clarification of the roles around implementation of any recommendations and monitoring the implementation of the recommendations.
 - (iii) Recommendations on a process to deal with any future issues that may arise between CASA and Airshed Zones.
 - (iv) Recommendations as to whether or not Airshed Zones should be included in CASA Board membership.
 - (v) Define a process to address future initiatives that could have implications for airshed issues. (This would be dependant on whether or not Board membership is recommended.)

Timelines:

The Airshed Zones Board Committee will present this proposed terms of reference to the CASA Board in June 2009, and, if accepted, the Airshed Zones Board Committee will meet with the AAC in September to scope out the issues. The Committee would continue to meet during the fall of 2009 to develop their recommendations and present its findings and recommendations to the CASA Board in December 2009.

Budget:

It is anticipated that the regular work of the committee will be supported by the CASA internal budget. If the committee deems additional work is required, fundraising will be sought from committee members.

Membership:

Alberta Environment
NGO from Environmental Group
Industry
Airshed Zones Council
Municipalities

The Terms of Reference will clearly indicate that this is a CASA Board Committee making recommendations for Board approval.