

# Minutes



## *Non-Point Source Project Team, Meeting #1 Update Conference Call*

**Date:** December 14, 2015

**Time:** 1:30 p.m. – 2:30 p.m.

**Place:** Teleconference

### **In attendance:**

<b>Name</b>	<b>Stakeholder group</b>
Alison Miller	Imperial Oil Ltd. (CAPP/CIAC)
Andrew Read	Pembina Institute
Atta Atia	Alberta Agriculture and Forestry (AAF)
Bill Calder	Prairie Acid Rain Coalition/AEN
Bob Scotten	Alberta Airsheds Council (AAC) - West Central Airshed Society
David Lawlor	Enmax
David Spink	Prairie Acid Rain Coalition/AEN
Fiona Slessor	Alberta Environment and Parks (AEP)
Jim Hackett	ATCO
Martin Van Olst	Environment Canada
Mandeep Dhaliwal	Alberta Airsheds Council (AAC) - Calgary Region Airshed Zone
Ruth Yanor	Mewassin Community Council
Tasha Blumenthal	Alberta Association of Municipal Districts and Counties (AAMDC)
Amanda Stuparyk	Clean Air Strategic Alliance (CASA)
Warren Greeves	Clean Air Strategic Alliance (CASA)

### **Regrets:**

<b>Name</b>	<b>Stakeholder group</b>
Rhonda-Lee Curran	Alberta Environment and Parks (AEP)
Rob Hoffman	Canadian Fuels Association (CFA)
Val Mellesmoen	AEMERA

## **1. Administrative**

The call began at 1:30 p.m. Amanda welcomed the team members and confirmed attendance. The purpose of the call was to provide an update on the NPS resource library development, task group membership listing, and if time team membership and meeting #2 planning including any work required by the team prior to meeting #2 in January.

Amanda confirmed that it is standard CASA process to review all action items and accept meeting minutes for posting on the CASA website at the beginning of the in-person meetings. Meeting #1 minutes were sent to the team via email and will be accepted at meeting #2. Any edits or comments can be sent to Amanda prior to the meeting.

## **2. The NPS Resource Library**

The team was provided a listing of all document/resources sent to Amanda and was asked what additional information could be added and how the team wanted to have them organized and posted on the CASA website.

The team noted additions to the library and discussed the following.

- A breakdown of the emissions sources off-road, air traffic, home heating etc. in the province. This was noted to be in the some of the resources already listed but unsure if available or possible for the whole province.
- Include a link to the US EPA as a good resources for emission factors and are used in some Alberta reporting.
- Review for any PM response plans. There is a report from Red Deer region.
- Any resources that included cross-jurisdictional reviews

Applicable team members agreed to provide the information to Amanda as discussed. The team requested the secretariat to organize the resources by Regions (red/orange by CAAQS) that includes sub-grouping by strategies, management plans, data, and studies.

It was noted that the listing of resources is numerous and is not realistic for the team to be able to review them all. Amanda confirmed with the team that the most important documents that all team members should review is the CAAQS report and the AEP Backgrounder document (including the team's project charter). These will provide an appropriate overview and base understanding to the team. Amanda will ensure these documents are up front on the NPS team webpage.

The deadline of **Friday January 8, 2015** was agreed to for all Team Members to send Amanda any additional resources including a web link (or pdf) and short description via email for posting.

### **3. Task Group Membership**

Amanda provided a list of names to the team prior to the call. There were no additions to the list at the time. The government confirmed that their task group member(s) would coordinate with technical experts in the department to ensure appropriate data/information is being addressed for each region. The airsheds noted they will be participating at the Team level and also at government level so did not see individual members on the task group. Amanda requested that any additional names for membership be sent to her as soon as possible and the team will discuss starting the task group and developing a draft workplan at their next meeting.

### **4. Team Membership and Co-Chairs**

Amanda noted there has not been any additions to the NPS Project Team membership at the current time. CASA is working with applicable parties to address the discussions from meeting #1.

The co-chairs for each of the sectors are not fully finalized yet and will be finalized prior to next meeting. The industry sector representative is still needing to be confirmed and Amanda noted that if discussions occur with CASA and the co-chairs prior to the January meeting, she would address the industry reps as necessary.

### **5. Next Meeting**

Member discussed objectives for the meeting (#2) to:

- Establish and confirm the NPS Project Team logistics and ToR
- Confirm Task Group membership and draft objectives or workplan

- Review NPS Resource Library and next steps
- Learn about red and orange air zones – could there be a presentation on each region to establish some base knowledge of air emissions/sources/problems in the area(s) and any action or management plans – what is the accepted status of each region - it was recommended to start with the Capital Region/Red Deer

## **6. Meeting Wrap-up**

The next meeting is on **Friday, January, 22<sup>nd</sup>, 2015, in Edmonton at the CASA office**. The team was reminded to send any resources to Amanda by January 8<sup>th</sup> in preparation and organization for the meeting. Meeting materials and information will be sent out 1 week prior.

Reminder: the NPS project team will meet in-person (10:00 am to 3:30 pm) on the following dates:

- Friday **January 22, 2016** (Edmonton CASA Office - Meeting #2)
- Thursday **February 25, 2016** (Edmonton CASA Office - Meeting #3)
- Wednesday **March 30, 2016** (Calgary *Host Required* - Meeting #4)

**The meeting adjourned at 2:40 p.m.**