

## Executive Director's Report to the 2016-17 Annual General Meeting

### Overview: From 2013 to 2017

	<b>2013</b>	<b>2017</b>
<b>Funding:</b>	From industry through the Industry Steering Committee	Contract with AEP from Oil Sands Monitoring Fund
<b>Status:</b>	<i>Multi-Stakeholder Air Monitoring Subcommittee</i>  Committee members working together to influence industry and government	<i>Peace River Area Monitoring Program Committee</i>  Independent, not for profit society; Member of the Alberta Airsheds Council
<b>Participation:</b>	Committee volunteers from community as well as municipality, Government of Alberta, AER	Board of Directors, Members and Guests from all sectors
<b>Communication:</b>	Website communication through Northern Sunrise County	<a href="http://www.prampairshed.ca">www.prampairshed.ca</a> with live data feed; newsletter; open house
<b>Contractor Support:</b>	Station Operator and Facilitator	Station Operator, Executive Director, Technical Program Managers and Office Manager
<b>Data Analysis:</b>	Ad hoc studies	Two Annual Data Reviews completed

### Proposed Areas of Focus 2017-2019

#### **Build organizational structure and capacity**

- Technical Committee
- Communications Committee
- Finance Committee




#### **Community outreach**



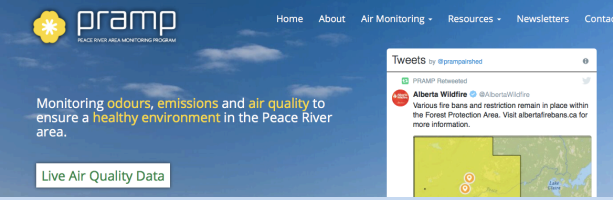
- Engage community on air quality issues (e.g. school children, community groups)
- Raise awareness of PRAMP work in the community

#### **Financial stability**

- Seek additional grant funding
- Consider membership fees

## PRAMP 2015 to 2017

Year	Results Achieved											
Fall 2015	 <p><b>Oil Sands Monitoring (OSM)</b> Revision Date: October 15, 2015</p> <p><b>DETAILED PROJECT PLAN</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="background-color: #cccccc;">Project Information</th> </tr> </thead> <tbody> <tr> <td colspan="2">Project Name: Peace River Area Monitoring Program (PRAMP)</td> </tr> <tr> <td style="width: 20%;">Project Leader/ Principal Investigator:</td> <td>PRAMP Committee Members including: Wally Qiu, Air Quality Specialist, Alberta Energy Regulator (AER) Bob Myrick, Director of Air Evaluation and Reporting, Alberta Environmental Monitoring, Evaluation, and Reporting Agency (AEMERA) Allison Fisher, Senior Air Quality Specialist, Shell Canada Limited Anthony Traverse, Senior Environmental Coordinator, Baytex Energy Stephanie Neilson, Environmental Coordinator, Murphy Oil Company</td> </tr> </tbody> </table>	Project Information		Project Name: Peace River Area Monitoring Program (PRAMP)		Project Leader/ Principal Investigator:	PRAMP Committee Members including: Wally Qiu, Air Quality Specialist, Alberta Energy Regulator (AER) Bob Myrick, Director of Air Evaluation and Reporting, Alberta Environmental Monitoring, Evaluation, and Reporting Agency (AEMERA) Allison Fisher, Senior Air Quality Specialist, Shell Canada Limited Anthony Traverse, Senior Environmental Coordinator, Baytex Energy Stephanie Neilson, Environmental Coordinator, Murphy Oil Company	<ul style="list-style-type: none"> <li>Funding request submitted to AEMERA for 2016-17</li> <li>Initiated work to achieve not-for-profit status (a condition of receiving funding from AEMERA/GOA)</li> </ul>				
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Winter 2016	<p>Peace River Area Monitoring Program (PRAMP) Committee Meeting</p> <p><a href="#">Meeting Notes February 21, 2017</a></p> <p><a href="#">Meeting Notes January 17, 2017</a></p> <p style="text-align: center;"><b>Audit Summary</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td>Facility / Zone</td> <td>PRAMP</td> </tr> <tr> <td>Total # of parameters that passed</td> <td>9</td> </tr> <tr> <td>Total # of parameters audited in the network</td> <td>9</td> </tr> <tr> <td>Date(s) of the audit</td> <td>March 8, 2016</td> </tr> <tr> <td>Issue Date of Audit Summary</td> <td>March 15, 2016</td> </tr> </tbody> </table>	Facility / Zone	PRAMP	Total # of parameters that passed	9	Total # of parameters audited in the network	9	Date(s) of the audit	March 8, 2016	Issue Date of Audit Summary	March 15, 2016	<ul style="list-style-type: none"> <li>4-season canister sampling program launched by AEMERA</li> <li>Rep from MLA's office joined a meeting, and PRAMP notes sent to MLA's office for all future meetings.</li> <li>Meeting notes added to documents on Northern Sunrise County website</li> <li>Contractor selected for Annual Report 2014-15</li> <li>Audits of 3 stations were completed by AEMERA with good results</li> </ul>
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Spring 2016	 <p style="text-align: center;">Peace River Area Monitoring Program Committee Bylaws</p> <p style="text-align: center;">12May2016</p>	<ul style="list-style-type: none"> <li>Code of Conduct reviewed</li> <li>AEMERA confirmed funding for PRAMP Committee for 2016-17</li> <li>Office Manager joined PRAMP Committee</li> <li>PRAMP Bylaws approved by Committee and submitted to Alberta Registry</li> <li>In-person meeting in Peace River to launch not for-profit society and establish inaugural Board of Directors and Executive</li> <li>Committee tour of Tervita facilities</li> <li>Committee decided to pursue membership in AAC</li> </ul>										
Summer 2016	 <p style="text-align: center;">3.2 CODE OF CONDUCT</p>	<ul style="list-style-type: none"> <li>Received not-for-profit status as a society</li> <li>Board decided to move ahead with hiring a Tech PM once funding is received from AEP</li> <li>Work continued on contract discussions and policy development</li> </ul>										

<p><b>Fall 2016</b></p>		<ul style="list-style-type: none"> <li>• PRAMP presentation to AAC</li> <li>• 2014-15 Annual Report approved</li> <li>• Hiring process initiated for Technical Program Manager</li> <li>• Contract executed with AEP for Oct 1, 2016 to March 31, 2017, including funds for station operations and outreach/communications</li> </ul>
<p><b>Winter 2017</b></p>	 <ul style="list-style-type: none"> <li>• Technical Program Managers hired</li> <li>• Communications contractor selected</li> <li>• Grant request submitted to AEP for Engagement and Outreach for 2017-18</li> <li>• PRAMP materials prepared – pop up banner, postcard, business cards</li> <li>• Draft Policy Manual reviewed</li> <li>• PRAMP contractors confirmed for 2017-18 (Station Operators, Executive Director, Tech PM, Office Manager)</li> <li>• First PRAMP Open House and presentation to community on data results</li> </ul>	
<p><b>Spring 2017</b></p>		<ul style="list-style-type: none"> <li>• AEP contract in place to March 31, 2018</li> <li>• PRAMP website launched</li> <li>• First PRAMP newsletter delivered</li> <li>• Accepted as member of AAC and participated in first AAC meeting with DM AEP</li> </ul>