



Peace River Area Monitoring Program (PRAMP) Committee

Board of Directors Meeting

September 14, 2017
2:00 pm – 4:00 pm
Tele-conference

Meeting Notes

Attendees:

Name	Sector Group	Organization	Participation
Doug Dallyn, <i>Co-Chair</i>	Public		Director
Reid Glenn	Public		Director
David Hill, <i>Co-Chair</i>	Industry	Operators Group	Director
Anthony Traverse, <i>Treasurer</i>	Industry	Baytex Energy	Director
Andrew Higgins	Industry	CNRL	Director
Kenda Friesen	Industry	Obsidian Energy	Member
Krista Park	Gov	AHS	Director
Garrett Tomlinson, <i>Co-Chair</i>	Gov	Northern Sunrise County	Director
Lindsay Smith-Munoz	Gov	AH	Guest
Karla Reesor		Executive Director	
Mike Bisaga		Technical Program Manager	
Lily Lin		Technical Program Manager	
Brenda Barber		Office Manager	
Cheri Sinclair		Maxxam	
Chris Wesson		Maxxam	

Guests:

Name	Sector Group	Organization	Participation
Elvis Thomas	Public	Woodland Cree	Guest
Kayedon Wilcox	Gov	AEP	Guest

Regrets:

Name	Sector Group	Organization	Participation
Mark Roberts	Public		Director
Shelly Shannon	Public		Director
Blair Fortin	Industry	Tervita	Member
Andy Trudeau	Gov	MD Smoky River	Director
Shane Hussey	Gov	AHS	Co-Member
Adele Parker	Gov	Town of Falher	Member
Trina Whitsitt		Maxxam	
Bob Myrick	Gov	AEP	Guest
Mike Zelensky	Gov	AER	Guest

These notes are provided as a summary of discussions of the PRAMP Committee. The views and ideas noted do not necessarily reflect the perspective of each Committee member. Decisions are taken by consensus.

1. Meeting called to order at 2:02 pm by David Hill

2. Review Agenda

Addition of grant funding and education and outreach.

MOTION to accept the agenda as amended by Doug Dallyn. Carried

3. Approve PRAMP Committee Meeting Notes from August 15, 2017

MOTION to accept the minutes from August 15 by Reid Glenn. Carried.

4. Action Items

Review of Action Items from the August 15, 2017 meeting.

- Dave Hill will monitor during the meeting and follow up with any outstanding at the end of the meeting.

5. Recent Air Monitoring Data

- Dashboard not available for this meeting as it is prior to September 15th.

Corrective Action on missed canister event

- There were a number of fails at that time of the July missed canister event.
- Maxxam has instituted a number of alerts and alarms. Alarms have been set up and tested. Alarms are also being sent to Mike B and Lily.
- Maxxam is providing daily five-minute averages to Mike and Lily every day as well.
- Currently Mike and Lily receive hourly report alerts. Lily has requested a five-minute alert. Maxxam has made a request for the five-minute alerts and it is in process.
- Maxxam is aware there are challenges in the current system, and would be willing to do tests at the station visits.

Action Item: Karla will provide a copy of the Maxxam report to Reid.

Action Item: Lily and Mike will work with Maxxam to identify an approach for planned tests of the canister system at the same time as the station visits, using expired or nearly expired canisters.

Canister and THC Complaints

- Received the analysis from the missed canister in July. Information has been posted on the website.
- THC and complaints figures to the end of July have been posted on the website.
- May complaint was a pulp mill complaint. Have not received the data from AER for August.

6. Technical Work Updates

- At the last meeting, there was discussion on the charts in Section 3; these have been changed to the same scale as was used in 2014/15 report. We will use this scale and format going forward.
- Section 3.3.1 – noted a significant producer in Reno area shut in operations.
- Section 7 Complaints – have indicated we can only monitor the upwind side of the station.
- Section 8 Conclusions – Provides a basis for the board to work from for future actions.
- Next steps – the Report will be published on the website. Limited hard copies will be available.

ACTION Item: Karla will circulate an email when the report is on the website.

MOTION to accept the 2015/16 Annual Report as presented by Doug Dallyn. Carried.

7. Alberta Health Benchmarks

- Lindsay Smith-Munoz spoke about the Health Benchmarks database.
- Alberta Health wants to ensure it is being communicated effectively.
- The proposed action to populate the spreadsheet would be as follows:
 - information comes from a canister event, Mike Z will put the information into the spreadsheet;
 - Mike B and Lily will review and verify data; and,
 - Alberta health would provide information around the benchmarks.
- PRAMP may want to look for funding for further human health risk assessment on the benchmarks.
- Alberta Health is doing a multiple chemical sensitivity literature review.
- Lindsay would like to host a conference call meeting next Wednesday (September 20) at 11:00 am to 12:00 pm for any PRAMP members interested in the database.

Action Item: Lindsay will provide the information to Brenda to send out as a calendar invitation.

- Lindsay is leaving her position and will not continue with this project after the meeting on September 20th. Merry Turtiak will take over the lead on this project, but will not be attending the PRAMP meetings.

8. 2018/19 Workplan

- AEP will be requesting the 2018/19 workplan and budget very soon.
- We have already provided them information based on the same plan as 2017/18. The annual report provides some information to determine if there is anything that should change.
- May want to make a request for further funds for the health assessment.
- Request for members to work further on workplan; interim Technical Committee with a view to look at what should be included on the 2019 workplan and review Terms of Reference for a new PRAMP Technical Committee.
- Alberta Energy Regulator has approved the change from Shell to CNRL. Once the station and passives have been transferred to PRAMP we can start paying the costs.

Action Item: Karla will follow up with AEP and AER to invite a representative to sit on the Interim Technical Working Group.

MOTION to strike an Interim Technical Working Group to address future technical recommendations with Anthony, Garrett, Doug, Andrew (or someone from CNRL) by Reid Glenn. Carried.

9. Financial Update

- Review of August financial report

MOTION to accept the August financial report for information purposes by Doug Dallyn. Carried.

10. Funding, Education and Outreach

- Have received confirmation of the education and outreach grant for the full amount of our request. AEP indicated they will be looking at multi-year funding in the future.
- Now have confirmed funding to continue work on the website as well as a multi-year communications plan.
- Propose scheduling an open house in the last week of October, either October 25 or 26. Board indicated Thursday, October 26 would be the best date.
- Would like to explore doing outreach in schools with Inside Education, a non-profit education organization that works with a number of Airsheds.

Action Item: Karla will forward additional information about the Inside Education program to the Board.

MOTION to allow the Executive Committee to execute a contract with Inside Education following more information by Garrett Tomlinson. Carried.

- Welcome input from the board on any other outreach opportunities.

11. Roundtable

Karla – all Airsheds (Executive Director and Co-Chair) received an invitation to meet with AEP Minister Phillips on October 2nd in Edmonton. Topics will be roles, funding and community based monitoring.

The Airshed council is also planning a meeting that same day, likely before the meeting with the Minister. Karla will be unable to attend, Mike B will attend on behalf of staff. The co-chairs will discuss to determine who will attend.

We are executing contracts; all have been finalized. David Hill will sign on behalf of the Board. One change to Executive Director contract for preapproval of expenses by the Executive Committee (not the Board).

MOTION to accept the proposed change to the Executive Director contract to have expenses preapproved by the Executive by Garrett Tomlinson. Carried.

Doug – thank all new directors and members for joining the board.

Lily – live data is now available on the website.

12. Next Meeting Dates

Have recommended holding the meetings on the fourth Thursday of each month in order to hold it in calendars.

Motion to hold the PRAMP meetings on the 4th Thursday of each month by Doug Dallyn. Carried.

13. Adjourned

Meeting adjourned at 3:30 pm by David Hill

ACTION ITEM LOG

Action Item Number	Action Item Description	Status
New Action Items		
2017-09-01	Karla will provide a copy of the Maxxam report on corrective actions to canister events to Reid.	NEW
2017-09-02	Lily and Mike will work with Maxxam to identify an approach for planned tests of the canister system at the same time as the station visits, using expired or nearly expired canisters.	NEW
2017-09-03	Karla will circulate an email when the Annual Report is on the website.	NEW
2017-09-04	Lindsay will provide the information on the September 20 th meeting for the Health Benchmarks Database to Brenda to send out as a calendar invitation	NEW
2017-09-05	Karla will follow up with AEP and AER to invite a representative to sit on the Interim Technical Working Group	NEW
2017-09-06	Karla will forward additional information about the Inside Education program to the Board	NEW
Ongoing Action Items		
2017-06-02	Add Committee Structure and Meeting Strategies to the agenda for the September meeting	
2016-10-01	Karla will contact Maxxam by email when the PRC station is online as part of PRAMP contract. Waiting for PRC transfer to PRAMP.	
Parked Action Items		
2016-01-05	The AQWG will work with AEMERA to implement the sampling program and to address the question of whether the background is different at the three monitoring stations. <i>(To be addressed in 2017 following the completion of the background sampling program)</i>	
2016-10-09	Bob will discuss within the AEP how the PRAMP Committee Monitoring Plan would be finalized, if necessary.	
2016-11-02	Allison and Kayedon will discuss forestry data for weather prediction and will report back to PRAMP Committee at a future meeting.	
Completed Action Items		
2017-06-03	Karla will work with Mike and Lily to determine what the composition of the Technical Committee would be and develop terms of reference. <i>Interim Technical Working Group established.</i>	
2017-05-05	Mike Z. will contact lead who is working on transition of monitoring equipment from Shell to PRAMP. <i>Done</i>	
2017-05-07	Mike Z. and Mike B. will discuss options for a possible non-traditional passive program for Woodland Cree. Bob Myrick will be consulted as well. In progress – information has been received from other Airsheds. <i>Multi-agency meeting held re: Woodland Cree – work in progress</i>	
2017-04-01	A meeting will be set to discuss the role for Alberta Health and PRAMP with respect to health impacts <i>Meeting planned for Sept 20</i>	
2017-01-04	Lindsay will look into whether the description of the work on the multiple chemical study can be shared with the PRAMP Committee <i>In progress</i>	
2016-04-03	The Industry AQWG will review the AMD, make inquiries to AEP or AEMERA as needed and prepare a response to AEMERA for the one remaining audit finding. <i>No longer needed</i>	

2017-08-01	Maxxam will provide Mike Bisaga with an email outlining the process that has been implemented for the daily zero span checks. <i>Discussed with Maxxam and TPM</i>	
2017-08-02	Maxxam will provide a report to the PRAMP Committee on the reason the canister trigger was not detected and corrective actions being taken. Done	
2017-08-02	Some members wish to review the annual report further. Comments will be sent to Mike by August 28 th and review with Karla, Mike and Lily to follow.	
2017-08-03	Brenda will ask auditor to present the statements at the Annual General Meeting	
2017-01-05	Mike and Lily will look into the options for the Reno canister program. <i>Will be addressed by interim Technical Committee</i>	