##

## Peace River Area Monitoring Program (PRAMP) Committee

## Technical Working Group Meeting

### November 2, 2017

### 1:00 pm – 4:00 pm

### Tele-conference

### Meeting Notes

Attendees:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Sector Group** | **Organization** | **Participation** |
| Reid Glenn | Public |  | Director |
|  |  |  |  |
| Anthony Traverse, *Treasurer* | Industry | Baytex Energy | Director |
| Andrew Higgins | Industry | CNRL | Director |
|  |  |  |  |
| Karla Reesor |  | Executive Director |  |
| Mike Bisaga |  | Technical Program Manager |  |
| Lily Lin |  | Technical Program Manager |  |
| Brenda Barber |  | Office Manager  |  |

*Regrets:*

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Sector Group** | **Organization** | **Participation** |
| Doug Dallyn, *Co-Chair* | Public |  | Director |
| Bob Myrick | Gov | AEP | Guest |
| Krista Park | Gov | AHS | Director |
| Garrett Tomlinson, *Co-Chair* | Gov | Northern Sunrise County | Director |
| Mike Zelensky | Gov | AER | guest |

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

## Meeting called to order at 1:09 pm by Mike Bisaga

Latest version of the Terms of Reference went on the website (<http://prampairshed.ca/members/technical-working-group/twg-november-2-2017/>) this morning with track changes.

## Approve Agenda

**MOTION to accept the agenda by Anthony Traverse. Carried.**

## Approval of Minutes

**Motion to approve the minutes as amended by Karla Reesor. Carried**

## Action Items

Will discuss with the canister sampling program later in agenda.

Maxxam has set the concentrations lower to trigger the alarm.

## Administration

Review of the revised Terms of Reference

Approval of the minutes – TWG will approve its notes by email so they can be shared with the Board in a timely manner.

Final minutes will replace draft minutes in folder.

**Action item: Mike will add the approval process to the TORs. Will send with the draft minutes for approval.**

Migrate standing items from the Board meeting to the TWG. Items such as dashboard review, complaints and results. The TWG would report highlights back to the directors. Standing item on the Board agenda would then be TWG Update. Will recommend Maxxam only attend the TWG meeting, not the board meeting.

**Action item: Mike will make a recommendation to the Board on the procedures for the TWG to report to the Board**

## Canister Sampling Program

Maxxam has lowered the concentration level alarm. Lily and Mike receive an alert and the canister event can be captured. Data is flagged at a lower level.

Maxxam will install a pressure sensor on the canister, it will be linked to the data logger. Sensor will be in the canister, will only trigger if the canister is active. It will also indicate if there is a leak in the system.

Maxxam will modify the canister handling protocol to include reset the sensor after a canister is changed out.

Reid would like a diagram of the existing layout and where the sensor will be installed.

**Action Item: Lily will ask Maxxam to provide a system design including the location of the new sensor. The TWG will approve via email before Maxxam does the installation.**

In the past, some of the canisters that triggered were expired. We want to ensure Maxxam is replacing expired canisters. Current protocol is for Maxxam to bring one extra canister to replace a canister that may be close to expiration when they are in the field.

DACS Business Case

One of the action items for the program managers was to investigate moving the data management directly to PRAMP and not have the network contractors do it.

Benefit is PRAMP owns and controls the data. Currently rely on Maxxam to provide data and inform of events. AMD requirement is to retain data for ten years, it belongs to PRAMP and we need some place to store it. Notification of events is immediate.

Need to have someone who is very knowledgable on the system; will have to work closely with Maxxam.

Monthly reports may be delayed as Maxxam would have to log into PRAMP system

**Action item: The TWG will make a recommendation to procede with the data management initiative to the Board.**

**Action item: Karla and Mike will have a discussion with AEP (Bob and Yayne) to determine the contract parameters.**

PRAMP Expectations of AHS Benchmark Spreadsheet

Our understanding is Mike Zelensky will continue to populate the spreadsheet. Once it is populated, it would be returned to Mike and Lily for review and then shared with the committee.

**Action Item: Karla will connect with Mike Zelensky to confirm roles.**

## Continuous Monitoring Program

Zero span protocol. Maxxam has changed the perameters without consultation with Mike and Lily. Previously being challenged at 23 hour interval (one hour without data, but is subsequent hours i.e. day 1 is 1:00, day 2 is 2:00). Maxxam changed to 24 hour challenge so the same hour each day has no data. Their reasoning is analysis happens at 8:00 and want to have consistent time and data (without an hour missing).

PRAMP preference is for the 23 hour interval

**Action Item: Will tell Maxxam to go back to 23 hour interval and advise them that any procedural changes need to be reviewed by the Technical Program Manager.**

Data Review

Maxxam reviews the hourly data; will review the one minute data if it needs to be validated. Maxxam does not disgard the data that is not valid but still includes it in the hourly data. Alberta Environment – one minute data does not have guidelines, it is up to the network to develop their own consistent procedure.

**Action item: Lily will advise Maxxam to apply the data validation on one minute data.**

## Passive Monitoring Program

David Hill met with the Operators Committee but there is no update.

## Roundtable

Reid – good tour through the Baytex facilities next week

Karla – should we investigate to concept of an AQHI station. Karla will add to the agenda for discussions with Bob Myrick.

**Next meeting will be doodled for January 11 and 18th. Mike and Lily will provide an update to the TWG and the Board prior to the Board meeting on December 7**

**Meeting adjourned at 3:00 pm by Karla Reesor.**

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| **Action Item Number** | **Action Item Description** | **Status** |
| **New Action Items** |
| 2017-11-01 | **Mike** will add the approval process to the TORs. Will send with the draft minutes for approval. | **NEW** |
| 2017-11-02 | **Mike** will make a recommendation to the Board on the procedures for the TWG to report to the Board | **NEW** |
| 2017-11-03 | **Lily** will ask Maxxam to provide a system design including the location of the new sensor. The **TWG** will approve via email before Maxxam does the installation. | **NEW** |
| 2017-11-04 | The **TWG** will make a recommendation to procede with the data management initiative to the Board. | **NEW** |
| 2017-11-05 | **Karla and Mike** will have a discussion with AEP (Bob and Yayne) to determine the contract parameters for the data management initiative. | **NEW** |
| 2017-11-06 | **Karla** will talk with **Mike Zelensky** to confirm roles of the AHS Benchmark reporting | **NEW** |
| 2017-11-07 | **Mike and Lily** will advise Maxxam to go back to 23 hour interval and advise them that any procedural changes need to be reviewed by the Technical Program Managers. | **NEW** |
| 2017-11-08 | **Lily** will advise Maxxam to apply the data validation on one minute data. | **NEW** |
| **Completed Action Items** |
| 2017-10-01 | Lily will request Maxxam lower the concentrations on alarms for the canisters | **NEW** |
| 2017-10-01 | Lily and Mike will investigate higher end alarming systems in canisters | **NEW** |