



Peace River Area Monitoring Program (PRAMP) Committee

Board of Directors Meeting

October 26, 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
Mark Roberts	Public		Director
Shelly Shannon	Public		Director
David Hill, <i>Co-Chair</i>	Industry	Operators Group	Director
Ryan Johnson and Anthony Traverse, <i>Treasurer</i>	Industry	Baytex Energy	Director
Andrew Higgins	Industry	CNUL	Director
Kenda Friesen and Art Laurin	Industry	Obsidian Energy	Member
Krista Park	Gov	AHS	Director
Andy Trudeau	Gov	MD of Smoky River	Director
Corinna Williams	Gov	Northern Sunrise County	Director
Garrett Tomlinson	Gov	Lubicon Lake Nation	Member
Karla Reesor		Executive Director	
Mike Bisaga		Technical Program Manager	
Lily Lin		Technical Program Manager	

Guests:

Name	Sector Group	Organization	Participation
Elvis Thomas	Gov	Woodland Cree	Guest
Laurence Lamouche	Gov	Woodland Cree	Guest
Kayedon Wilcox	Gov	AEP	Guest
Steve McIsaac		Inside Education (Item 1)	Guest

Regrets:

Name	Sector Group	Organization	Participation
Blair Fortin	Industry	Tervita	Member
Shane Hussey	Gov	AHS	Co-Member
Adele Parker	Gov	Town of Falher	Member

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 2:20 pm by David Hill

To accommodate participants schedules, the Board heard from Inside Education at the beginning of the meeting.

Inside Education - Steve Mclsaac, Executive Director

- Inside Education is working with Alberta Capital Airshed and Calgary Region Airshed Zone.
- Steve introduced Inside Education and described some of the programming and activities in the CARS program. He demonstrated an AirBeam monitor (for PM2.5, humidity and sound) as one way to talk about air quality with students. He also described the “white sock challenge” and the “particle picker uppers”.
- Inside Education is not anti anything – they are seeking to provide information for people to make informed decisions about environmental issues. The focus is to let young people come up with their own solutions and strategies.
- Grade 5 Science has a weather unit and materials are targeted to this age bracket.
- The cost for Inside Education would be up to \$9,000 for the year, which could include up to 6 schools and 12 classrooms. PRAMP staff costs may up to an additional \$5,000.
- A Board Decision item and a proposal from Inside Education were also provided to the Board for their review prior to the meeting.
- Steve Mclsaac left the meeting

2. Review Agenda

The agenda was reviewed.

MOTION to accept the agenda by Doug Dallyn. Carried

3. Approve PRAMP Committee Meeting Notes from September 14, 2017

MOTION to accept the minutes from September 14 by Garrett Tomlinson. Carried.

4. Action Items

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

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

5. Recent Air Monitoring Data

- Dashboard for September was provided prior to the meeting.

- There was a canister triggered at Reno on September 7. The results will be posted on the PRAMP website the week of October 30 after they are reviewed by Mike and Lily.
- The HC analyzer at 842 Station did not meet the 90% operational uptime requirement in September (AEP Reference number 329861). The HC analyzer failed on Sept 15 and required off-site repair. The analyzer was brought back on-line on Sept 18 (83 hours downtime). The analyzer showed unstable span responses for methane during daily internal zero/span check. This issue was addressed on Sept 20 (15 hours downtime). The analyzer failed again on Sept 26. The analyzer was replaced and the THC/CH4/NMHC channels were back to service on Sept 28. Data was invalidated to the point when the issue was identified (122 hours downtime).
- THC and complaints figures will be updated when the complaints data is received from the AER.

6. Technical Working Group (TWG) Update

- The first meeting of the TWG was held on October 19, 2017. Participants discussed the draft Terms of Reference. There are some follow up action items related to the canister program. The TWG is continuing to review the Terms of Reference.
- The next meeting will be held on November 1.

ACTION Item: The Board asked the TWG to consider how minutes or updates will be provided to the Board and the public

7. Partnership with Inside Education

Prior to the meeting, the Committee received a proposal from Inside Education and a Board decision item from the Executive Director with an overview and risk assessment.

The Board appreciated the information provided by Steve McIsaac at the meeting.

The Board confirmed that the total cost would be well within the Education and Outreach grant fund of \$44,000.

MOTION to arrange a partnership with Inside Education at a cost of up to \$9,000 for Inside Education and up to \$5,000 for PRAMP travel costs by Garrett Tomlinson. Carried.

8. Tutorial – How to read the daily reports

Lily Lin provided an overview of the daily reports from Maxxam and instructions on how to review them. A copy of her presentation will be available with the meeting materials on the Members' Portal. Committee members are also invited to contact Lily directly with any additional questions about the daily reports.

9. PRAMP Presentation at the Open House

Mike Bisaga prepared a presentation for the evening open house. The presentation will be consistent with the technical presentation Mike provided at the PRAMP AGM. A slide

has been added on benzene and toluene from canisters for 2014-2017. It was noted that there are natural sources for benzene and toluene as well.

It was requested that there be an acknowledgement of the change in the trend line when the Reno facilities were shut in.

Action – Karla will contact Bob Myrick for an update on the canister background study.

10. Alberta Airsheds Council

Mike Bisaga provided an update on the Alberta Airsheds Council meeting with the Minister of Alberta Environment and Parks on October 2. Airsheds provided highlights from each Airshed. The Minister confirmed that Airsheds will continue with the monitoring they are already doing.

Following the meeting, the Alberta Airsheds Council sent a follow up letter to the Minister highlighting innovative work being done by each Airshed.

11. Review of Government Representation on the PRAMP Board of Directors

Councillor Andy Trudeau confirmed that he remains the MD of Smoky River representative on the PRAMP Committee.

Northern Sunrise County has appointed Councillor Corinna Williams as its representative on the PRAMP Board of Directors.

The Lubicon Lake Nation has joined PRAMP as a member and has named Garrett Tomlinson as its representative.

MOTION to accept Garrett Tomlinson as a Director by Doug Dallyn, Carried.

12. Financial Update

The September financial report was provided in advance to Directors. Karla noted that the Committee is well within the budget envelop at the mid-way point in the year.

MOTION to accept the September financial report for information purposes by Andy Trudeau. Carried.

13. Board Meetings

A draft Board of Directors annual work plan was provided to the Committee prior to the meeting.

It was noted that the Annual General Meeting should be added to the schedule in September. Community events will be planned around the in person meetings.

The Board supported the mix of in person and tele-conference meetings and noted that it's helpful to have the schedule in advance. Karla confirmed that there is budget to support the meeting schedule, at least until the end of the current contract. The schedule can be adjusted as needs change.

PRAMP staff will schedule meetings accordingly.

14. Roundtable

Doug – on October 18 he spread manure just west of the monitoring station, and on October 19 he spread manure southeast of the station. He provided the information in case there is any change in the air quality monitoring data on those dates.

Dave – provided an overview of the Boot Camp for Board Governance that he and Karla attended in Fort McMurray. He noted that there is a high standard expected of Board members. The Board is charged with strategic directions, managing the executive and measuring performance. It was noted that the Board would benefit from discussion on how it will measure success. The Board expressed interest in learning more about the governance practices.

15. Next Meeting Dates

The next meeting will be held by teleconference on Thursday, December 7, 2017.

16. Adjourned

Meeting adjourned at 4:15 pm by David Hill

ACTION ITEM LOG

Action Item Number	Action Item Description	Status
New Action Items		
2017-10-01	The TWG is asked to consider how minutes or updates will be provided to the Board and the public. (Mike B.)	NEW
2017-10-02	Karla will contact Bob Myrick for an update on the canister background study.	NEW
Ongoing Action Items		
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.	
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		
2017-06-02	Add Committee Structure and Meeting Strategies to the agenda for the September meeting – discussed at October 26 meeting	
2017-09-01	Karla will provide a copy of the Maxxam report on corrective actions to canister events to Reid.	
2017-09-03	Karla will circulate an email when the Annual Report is on the website.	
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	
2017-09-05	Karla will follow up with AEP and AER to invite a representative to sit on the Interim Technical Working Group	
2017-09-06	Karla will forward additional information about the Inside Education program to the Board	