



Peace River Area Monitoring Program (PRAMP) Committee

Board of Directors Meeting

January 25, 2018

1:00 pm – 3:00 pm

Tele-conference

Meeting Notes

Attendees:

Name	Sector Group	Organization	Participation
Doug Dallyn, <i>Co-Chair</i>	Public		Director
Mark Roberts	Public		Director
Reid Glenn	Public		Director
David Hill, <i>Co-Chair</i>	Industry	Operators Group	Director
Kenda Friesen & Art Laurin	Industry	Obsidian Energy	Member
Anthony Traverse, <i>Treasurer</i>	Industry	Baytex Energy	Director
Garrett Tomlinson, <i>Co-Chair</i>	Gov	Lubicon Lake First Nation	Director
Adele Parker	Gov	Town of Falher	Member
Karla Reesor		Executive Director	
Mike Bisaga		Technical Program Manager	
Lily Lin		Technical Program Manager	
Brenda Barber		Office Manager	

Guests:

Name	Sector Group	Organization	Participation
Bob Myrick	Gov	AEP	Guest

Regrets:

Name	Sector Group	Organization	Participation
Andy Trudeau	Gov	MD of Smoky River	Director
Corinna Williams	Gov	Northern Sunrise County	Director
Krista Park	Gov	AHS	Director
Blair Fortin	Industry	Tervita	Member
Shane Hussey	Gov	AHS	Co-Member
Robyn Kutz	Industry	CNRL	Director
Shelly Shannon	Public	Community	Director
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 1:03 pm by Doug Dallyn

- Review of Quorum

2. Review Agenda

The January 25, 2018 Agenda was posted to the PRAMP Members' Portal prior to the meeting.

The agenda was reviewed.

Motion to accept the agenda by David Hill. Carried

3. Approve PRAMP Committee Meeting Notes from December 7, 2017

The December 7, 2017 Minutes were posted to the PRAMP Members' Portal prior to the meeting.

MOTION to accept the minutes from December 7, 2017 by Anthony Traverse. Carried.

4. Action Items

- Karla provided budget details to the Board before Christmas. An update will be provided later in the meeting
- Contact list provided to directors. Asked directors to update their information
- Canister Test is being dealt with by the Technical Working Group (TWG)
- PRC transfer is still on hold

5. Technical Working Group (TWG) Update

The TWG Meeting Summary, November Dashboard and December Dashboard were posted to the PRAMP Members' Portal prior to the meeting.

- Mike provided a Board update following the TWG meeting on January 18. This is a condensed version; the approved minutes will be posted in a few weeks.
- Maxxam attended the TWG meeting to provide the updates they had previously provided to the Board. Issues were discussed by the TWG in a greater level of detail than is possible at the Board meeting due to time restraints for Board meetings.
- Technical Committee made a recommendation to cover costs to send Lily to Wood Buffalo (WBEA) to review the data management system they use.

Motion to pay the costs for Lily to go to Wood Buffalo by Reid Glenn. Carried.

6. Budget and Workplan for 2018-2019

The 2018/19 Budget and Workplan were provided to the Board Directors prior to the meeting.

- Submitted the workplan to AEP. It is the same version provided to the Board.
- AEP staff indicated the costs were higher than originally anticipated; costs increased due to adding a fifth station
- Agreement with AEP to decrease budget if we are able to purchase equipment this year

7. Communications and Outreach

The PRAMP Knowledge Translation Workplan was posted on the PRAMP Members' Portal prior to the meeting.

- Provided knowledge translation work plan
- May ask AEP to extend the grant to June 2018
- AEP has provided the grant application for 2018/19; due mid February
- Recommend the board support the extension of the 2017/18 grant. Plan to have funds spent before the end of June.
- Approval of general work plan that was provided

Motion to extend the grant date from March 30 to not later than June by David Hill. Carried

- Three board members, Shelly Shannon, Krista Park and Corinna Williams have expressed interest in being part of a communications committee.
- Inside Education provided a teachers workshop and followed with presentations to 5 schools – a total of 200 students.
- PRAMP will purchase three AirBeams (hand held air monitoring units) for classes to use.
- Recommend the Board approve the plan and allow for expenditures to be approved by the Executive Director

Motion to approve the Knowledge Translation work plan by Garrett. Carried.

8. PRAMP Performance Review

The draft Evaluation Plan was posted to the PRAMP Members' Portal prior to the meeting.

- Document posted on website. An opportunity to assess how PRAMP is performing.
- Going through the evaluation we may find that we want to change some of the goals and objectives.
- Will work with the Executive to conduct the review and bring the results to the Board in March

Motion to conduct the Performance Review by the Executive Director and the Executive Committee by Anthony Traverse. Carried.

9. Financial Update

The December 2017 financial report and 2017/18 Budget projection was provided in advance to Board Directors by email.

MOTION to accept the December 2017 financial report for information purposes by Reid Glenn. Carried.

Budget projection to March 31, 2018

- AEP is supportive of using the surplus from the 2017/18 budget to purchase equipment.
- All funds need to be spent by the end of March
- Karla is developing a plan for equipment purchase.

Action Item: Karla will provide the Board with the purchase plan for equipment for a portable monitoring station.

- A response will be needed by the Board as soon as possible in order to start the purchase.

Action Item: A vote on the proposed purchase plan will be done by email immediately and ratified at the next meeting.

10. Board Governance Training

- We are looking into arranging some training this year as we have the funds.
- Two options: the same company that did the training in Wood Buffalo in the fall; the other is an Alberta based company.
- The costs for the company out of Ontario is approximately \$18K; the cost for the Alberta company will be less, but the course content is unknown at this point.
- Opportunity to partner with Peace Airshed Zone (PAZA) to cost share.
- Looking for interest from the PRAMP Board for a workshop in March. The workshop would be held in Grande Prairie, so we would incur travel costs.
- Directors agreed it is a good opportunity and like the opportunity to partner with another airshed.
- It would be preferred to have the dates around our March Board meeting on March 22.
- Karla will work with the Executive Committee on details.

Motion to move forward with the Board Governance Training. Details will be finalized by the Executive Committee by Anthony Traverse. Carried

11. Roundtable

Garrett - The Metis Association has sent in an application to PRAMP.

Mark – question about the burrow pit by the Reno monitor. Anthony indicated it is north of the station.

Karla – outreach activities coming up; planning to present to the PR Chamber and Rotary in March. Have applied for a booth at the PR Chamber trade show in April. Shelly Shannon has offered newspaper space to provide PRAMP messaging. She has offered it complimentary, but as support to the newspaper we may look at making a contribution.

12. AEP Aerial Monitoring

Bob Myrick provided a presentation on the AEP Aerial Monitoring Initiative.

- AEP entered into a collaboration with NOAA (National Oceanic and Atmospheric Administration).
- NOA has access to equipment that can quantify emissions by air.
- Developed a study based on this project.
- Study done over a 6 month time frame.
- Key issue is methane as it is more potent as a GHG.
- Study done over the Peace River Oilsands Region; Wood Buffalo Oilsands Region and the Cold Lake Oilsands Region.
- Flights from October 10 to October 30. Variations throughout the year were not captured.
- Measurements can only be taken when there is sunlight and warmer temperatures. Time was limited as the flights were in October for the Peace River region.
- Two airplanes collected 56 hours of data.

- Most of the mining facilities were analyzed.
- The same technology was used to do monitoring around Lloydminster; emissions were about 3.5 times higher than in the Seal Lake area.
- Information is not conclusive, but a snapshot in time.
- Hoping to do a more systematic study with NOAA in 2018.
- Report from the monitoring will be shared with the public at some point; dates are not known yet.

13. Next Meeting Dates

The next meeting will be Thursday, March 22, 2018 in Peace River.

14. Adjourned

Meeting adjourned at 2:30 pm by Doug Dallyn

ACTION ITEM LOG

Action Item Number	Action Item Description	Status
New Action Items		
2018-01-01	Karla will provide the Board with the purchase plan for equipment for a portable monitoring station	NEW
2018-01-02	A vote on the proposed purchase plan will be done by email immediately and ratified at the next meeting	NEW
Ongoing Action Items		
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. (To be addressed in 2017 following the completion of the background sampling program)	
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		
2017-12-01	Karla will provide a detailed budget to accompany the work plan by December 13 for comments back by December 18 th . Plan to have the workplan provided to AEP before the Christmas break. <i>DONE</i>	
2017-12-02	Brenda will update the PRAMP Committee Contact list and provide it to members. <i>DONE</i>	
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. <i>Delegated to the TWG.</i>	