



Peace River Area Monitoring Program (PRAMP) Committee
Board of Directors' Meeting
July 16, 2020
Video Conference

Meeting Notes

Attendees:

| Name | Sector Group | Organization | Participation |
|-----------------------------------|--------------|-----------------------------|---------------|
| Doug Dallyn, <i>Co-Chair</i> | Public | Community | Director |
| Kevin Kemball | Public | NAIT Boreal Research Centre | Director |
| Anthony Traverse, <i>Co-Chair</i> | Industry | Baytex Energy | Director |
| Matt Flette | Industry | CNUL | Director |
| Kenda Friesen | Industry | Obsidian Energy | Co-Director |
| Corinna Williams | Gov | Northern Sunrise County | Director |
| Krista Park | Gov | AHS | Director |
| Elvis Thomas | Gov | Woodland Cree | Director |
| Laurie Cheperdak | GOV | Alberta Health | Guest |
| Karla Reesor | | Executive Director | |
| Mike Bisaga | | Technical Program Manager | |
| Lily Lin | | Technical Program Manager | |
| Brenda Barber | | Office Manager | |
| Eileen Cristine | | Outreach Coordinator | |

Regrets:

| Name | Sector Group | Organization | Participation |
|------------------------------------|--------------|------------------------|---------------|
| Shelly Shannon, <i>Treasurer</i> | Public | Community | Director |
| Garrett Tomlinson, <i>Co-Chair</i> | Gov | Metis Nation, Region 6 | Director |
| Andy Trudeau | Gov | MD of Smoky River | Director |
| Art Laurin | Industry | Obsidian Energy | Director |
| Blair Fortin | Industry | Tervita Corporation | Member |
| Carrie Cochrane | Industry | Prosper Petroleum | Member |

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.

1.1 Roll Call for Quorum

Meeting called to order at 10:03 by Anthony Traverse.

1.2 Approve Agenda

The Agenda was posted to the PRAMP Members' Portal prior to the meeting.

No changes to the Agenda.

Motion to approve the Agenda by Doug Dallyn. Carried.

1.3 Approval of Minutes

The June 18, 2020 Minutes were posted to the Members' Portal prior to the meeting.

No changes to the Minutes were noted.

Motion to approve the June 18, 2020 Minutes by Corinna Williams. Carried

Action Items: Quality Assurance Policy Manual – has been completed by Lily, it will now be audited by a third party.

2 Technical Working Group Update

2.1 PRAMP Data Reports

Dashboard Reports

June 2020 is available on the Website

- There were a few power failures during the month of June; in some cases the instruments restarted on their own.
- At the Reno station there was a downtime due to the power outages
- The non-methane hydro-carbons spikes at Cadotte Lake are likely related to the heavy equipment being used to clear land directly north of the station.
- Standing water and submerged vegetation is starting to produce hydrogen sulfide gas.
- There have been very few canisters collected in 2020.
- In July – there were elevated TRS and Non-methane at Cadotte Lake and we believe it is the same issue of the heavy equipment. The project should be completed in the next couple of weeks. There is also standing water around the station, so we expect there may be higher readings of hydrogen sulphide.

2.2 Station Updates

Reno Station

- Mike visited the landowner to view some potential sites to relocate the station. There is still some negotiation needed. Trees or power location are an issue.

Station Replacement Plan for 986

- The station was taken off-line this week. The Bureau Veritas station is being swapped out with the PRAMP owned station.

Purple Air

- One purple air sensor was deployed at the Cadotte Lake station. Lily and Mike plan to deploy more when they are in the area in the next few weeks.

2.3 Annual Data Review

The summary presentation was provided on the members' portal.

- The 2018/19 Annual Data review has been completed in draft. It will be sent to the Technical Working Group and the Board for comments and approval.
- The report compares the previous year to the most recent year and looks at data back to 2010 to put data into context.
- The complaints data is missing; we have submitted a formal request for data from AER.
- The number of canisters triggered was substantially higher in 2019; this was due to the wild fires and not due to industry emissions.

Engagement, Outreach and Education

3.1 Outreach Updates

- Outreach has been focussed on Vermiculture workshops – we have two booked for August 6 and 8 at the Grimshaw library. We are working with the Boreal Research Institute to do sessions in Peace River.
- The EcoCentre is providing the materials for the Vermi-composting.
- Ads have been posted on Facebook, on the radio and shared through the library.
- We have ads booked in Move Up magazine.

Community Annual Report

- The draft Community Annual Report has been drafted. This years' report will be more for online use than for print.
- When the financial information and technical information are updated, the final draft will be circulated to the Board for approval.

Financial Update

4.1 AEP Oilsands Contract

- We have a four-year contract with AEP for monitoring; AEP decided to do a review of the workplans and we have not had our workplan approved for 2020/21. AEP is continuing to pay our invoices and we have been told that we should be hearing back from AEP with approval soon.
- At this time we don't foresee financial risks that the Board needs to take action on.

4.2 Financial Reports

- The June Financial Report was provided to the Directors prior to the Meeting.

Motion to accept the financial reports for information by Corinna Williams. Carried.

The draft Audited Financial Statements for the year ended March 31, 2020 were posted to the Members' Portal prior to the meeting.

- Review of the audited 2020 Financial Statements prepared by Radke Corporation.

Motion to accept the audited financial statements as presented by Krista Park; seconded Kevin Kemball. Carried.

Outreach Grant

- We have received our first instalment of the Outreach Grant for 20/21 at the end of June; we will receive the remainder at the end of September.
- We have written a draft letter to Minister Nixon to thank him for the timely payment of the Grant.

Motion to approve the grant thank you letter to the Minister by Doug Dallyn. Carried.

Update from Executive Director

5.1 Contracts

CNRL Operating Agreement

- We have been making good progress with CNRL. We have been going back and forth and believe we are close to an agreement.

Bureau Veritas

- We are ready to sign the Master Service Agreement with Bureau Veritas but we will not sign the agreement until we have confirmation of our Workplan for 20/21.
- The agreement goes to the end of March 2021 but could be extended past that date.
 We are planning to put out ads to hire a new Field Operations Contractors and an Indigenous Engagement assistant in August to start in the fall.

Next Meetings

- The Board meeting and AGM will be held on September 23rd; a decision on whether to hold the meeting in person or by video-conference will be taken in August.

Roundtable

Eileen – looking for someone to help with the Vermiculture Workshops on August 6 and 8th
 Anthony – in the coming weeks the burners will be turned on in the Reno field

Adjournment

Meeting adjourned at 11:30 by Anthony Traverse.

| Action Item Number | Action Item Description | Status |
|-------------------------------|---|--------|
| New Action Items | | |
| | | |
| Ongoing Action Items | | |
| | | |
| Parked Action Items | | |
| | | |
| Completed Action Items | | |
| 2020-01-02 | Brenda will add a new boundaries map to the Members' Portal | |
| 2018-11-02 | Mike and Lily will develop a policy on QA/QC for data management and reporting. | |
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