



**Peace River Area Monitoring Program (PRAMP) Committee
Board of Directors' Meeting
June 24, 2021
Video Conference**

Meeting Notes

Attendees:

Name	Sector Group	Organization	Participation
Doug Dallyn, <i>Co-Chair</i>	Public	Community	Director
Kenda Friesen	Industry	Obsidian Energy	Director
Vince Parsons	Industry	Baytex Energy	Member
Stephen Hughes	Industry	Island Oil and Gas	Member
Andy Trudeau	Gov	MD of Smoky River	Director
Krista Park	Gov	AHS	Director
Elvis Thomas	Gov	Woodland Cree	Director
Garrett Tomlinson, <i>Co-Chair</i>	Gov	Metis Nation, Region 6	Director
<i>Carolyn Kolebaba for Gaylene Whitehead</i>	Gov	Northern Sunrise County	Director
Laurie Cheperdak	Gov	Alberta Health	Guest
Madhan Selvaraj	Gov	Alberta Environment and Parks	Guest
Long Fu	Gov	Alberta Environment and Parks	Guest
Karla Reesor		Executive Director	
Mike Bisaga		Technical Program Manager	
Lily Lin		Technical Program Manager	
Brenda Barber		Office Manager	
Eileen Coristine		Outreach Coordinator	
Dwayne Stepaniuk		Field Operations Assistant	

Regrets:

Name	Sector Group	Organization	Participation
Kevin Kemball	Public	NAIT Centre for Boreal Research	Director
Shelly Shannon, <i>Treasurer</i>	Public	Community	Director
Art Laurin	Industry	Obsidian Energy	Director
Barb Johnson	Gov	MD of Peace	Member
Matt Flette	Industry	CNUL	Director
Blair Fortin	Industry	Tervita Corporation	Member
Esther Johnston		Indigenous Outreach	
Geri Carifelle		Indigenous Outreach	

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 1:03 pm by Doug Dallyn. Introductions

1.2 Agenda

Motion to approve the Agenda as tabled by Garrett Tomlinson. Carried.

1.3 Meeting Notes

Motion to approve the May 26, 2021 Meeting Minutes by Krista Park. Carried.

2. TWG Update

2.1 The monthly dashboards will be posted on the website once they are completed.

2.2 Other Technical Updates

- An electrical audit was completed on all the sites; ensuring proper electrical surge protection is in place
- The landowner for the new Reno site has asked that PRAMP have a separate electrical source. We are working with an electrician and also working with the MD to ensure permits are in place.
- We have been looking for a site in Grimshaw for the AQHI station.
- We plan to have the Reno and AQHI station deployed by the end of August.
- The annual data review should be ready for review and feedback before the end of August.

2.3 AAC-TC Meeting Highlights

- AEP new AQ guideline for TRS is coming by 2022. It will be based on a 30-minute average.
- AEP has implemented an annual data review.
- Calibration frequencies will likely be implemented by AEP.
- Federal government uses the same data logger in the national network as PRAMP. There is an opportunity to share learnings (and technical support).

3. Outreach Update

- Clean Air Day was successful; were able to get media and MLA to support Clean Air Day. A number of municipalities received certificates from PRAMP for support of the day. The morning started with an interview on the local radio and announced the winners of the photo-contest.
- A contest for the Word Search was launched.
- Had a PRAMP booth at the Grimshaw Market
- Future Vermiculture workshops are lined up for the month of July. In August we will try to arrange workshops with the Indigenous communities. Anyone interested in the program can see the details at the top of our Facebook page.
- Plans are underway to celebrate the PRAMP 5-year anniversary in the fall.

4. Financial Updates

4.1 Monthly Financial Report

The May financial report was provided to the Board.

Motion to accept the May Financial Report for information by Garrett Tomlinson. Carried.

4.2 OSM Budget

- We recently received notice that the 2021/22 OSM budget has been reduced by about \$120K (12%). A revised budget has been prepared by Mike and Lily for review.
- Considerable time in the last week was needed to review the OSM budget and reduction.
- Future direction decided by the Board at the June Board meeting:
 - Work with Mercer to assess the possibility of PRAMP incorporating the 2 Mercer stations into our network
 - Conduct a Network Assessment to optimize the number and locations of monitoring stations and parameters monitored
 - Continued use of micro-sensors, subject to budget availability.
- Network assessment is not currently in the OSM workplan; AEP has indicated that the assessment is an appropriate use of contract funds.
- PRAMP is one year ahead on the capital acquisition plan; capital funds that were in the original 4-year budget can be used to help achieve the budget reduction.
- **Option1** – *Conduct network assessment and risk manage core program*
 - co-deployment of Reno station would only be 3 months, reduce triggered canister collection budget, reduce contingency for station operator, technical analysis, site prep for AQHI and Reno stations, reduce small sensor budget
- **Option 2** – *Deliver core program and do not conduct network assessment*
 - 6 months co-deployment of Reno station, reduce triggered canister collection budget,
- Presentation of revised budget with both options.

Action item: send a letter to the OSM and the Oversight committee on the impacts of the budget reduction of 12%

Motion to have Karla Reesor draft letter to OSM and Oversight Committee on impacts of budget reduction for approval by the Executive by Garrett Tomlinson. Carried.

- Recommendation to have staff scope the Network Assessment to be flexible in the event it needs to be carried over to the next fiscal year.

Motion to approve Option #1 to conduct the Network Assessment and Risk Manage Core Program with the flexibility for the costs to be split over 2 fiscal years by Kenda Friesen; Garrett Tomlinson. Carried.

5. New Business

5.1 Strategic Planning

- Over the last 3 meetings the Board has reviewed the input by stakeholders to develop a new Strategic Plan. Staff drafted updated Goals and Strategies based on the Board discussions, and the draft Goals and Strategies were shared in advance of the meeting.
- Goals are as follows:
 - Goal 1 – Evidence-driven verification that air quality in the Peace River area is at acceptable levels and that emissions are being minimized.
 - Goal 2 – Residents and stakeholders have timely access to air quality data and information in a manner that is readily understood.
 - Goal 3 – Educators, community groups and citizens can access resources to increase understanding of and promote healthy air quality.

- Goal 4 – Recognized as an independent not for profit organization and Airshed that is focused on continuous improvement and responsible leadership in air quality monitoring.

Motion to approve the Goals and Strategies as presented by Elvis Thomas. Carried.

Action item: the staff will complete the Actions for each Strategy

6. Wrap-up

Next meeting will be August 4th; September 29 AGM and organizational Board Meeting. The September 29 AGM and Board meeting will be held in person if possible.

6.1 Roundtable

- Thanks to Mike, Lily and Brenda for their work on the revised budget.
- September AGM – Karla will be contacting those Directors whose terms are expiring.
- More information will be coming for September, hoping to plan in person events for PRAMP’s 5th anniversary

Meeting adjourned at 2:41 pm by Doug Dallyn.

Action Item Number	Action Item Description	Status
New Action Items		
2021-06-01	Karla will send a letter to the OSM and the Oversight committee on the impacts of the budget reduction of 12%	New
2021-06-02	Staff will complete the actions for each Strategy for the 2021/22 Strategic Plan	New
Ongoing Action Items		
2020-11-01	Recommend the map is made a schedule to Policy 1.0 Background (Brenda)	
2018-11-02	Mike and Lily will develop a policy on QA/QC for data management and reporting.	
Parked Action Items		
Completed Action Items		
2020-11-01	Recommend the Terms of Reference, Structure and the Requirements of the Board be discussed at a Strategic Planning Session in the new year (Karla)	