



Peace River Area Monitoring Program (PRAMP) Committee
Board of Directors' Meeting
January 20, 2021
Video Conference

Meeting Notes

Attendees:

Name	Sector Group	Organization	Participation
Doug Dallyn, <i>Co-Chair</i>	Public	Community	Director
Anthony Traverse, <i>Co-Chair</i>	Industry	Baytex Energy	Director
Matt Flette	Industry	CNUL	Director
Krista Park	Gov	AHS	Director
Elvis Thomas	Gov	Woodland Cree	Director
Andy Trudeau	Gov	MD of Smoky River	Director
Gaylene Whitehead	Gov	Northern Sunrise County	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	
Dwayne Stepaniuk		Field Operations Assistant	

Regrets:

Name	Sector Group	Organization	Participation
Garrett Tomlinson, <i>Co-Chair</i>	Gov	Metis Nation, Region 6	Director
Kevin Kemball	Public	NAIT Centre for Boreal Research	Director
Art Laurin	Industry	Obsidian Energy	Director
Shelly Shannon, <i>Treasurer</i>	Public	Community	Director
Blair Fortin	Industry	Tervita Corporation	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 1:04 pm by Anthony Traverse.

1.2 Approve Agenda

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

Motion to approve the Agenda by Doug Dallyn. Carried.

1.3 Approval of Minutes

The November 25, 2020 Minutes were posted to the Members' Portal prior to the meeting.

No changes to the Minutes were noted.

Motion to approve the November 25, 2020 Minutes by Gaylene Whitehead. No blocks

Action items

Policy changes have been completed.

Technical Working Group Update

2.1 PRAMP Data Reports

November and December 2020 Dashboard Reports are available on the Website.

November

986

- No major events.
- TRS repair and maintenance, 21 hours of downtime recorded.

842

- No major issues, two hours of data discarded due to power outage.

Reno

- Datalogger issue, no daily span checks completed between October 27 and November 1; reported to AEP.
- SO₂ Analyzer permeation tube replaced; three hours of downtime recorded.

AQHI – Cadotte Lake

- PM_{2.5} exceedance due to brush piles being burned; reported to AEP.
- TRS analyzer continued having firmware issues, the analyzer was removed from the site and a replacement analyzer was installed. Twenty-one hours of downtime was recorded.

December

986

- No major issues. One hour downtime recorded as a result of data polling error.

842

- THS/CH₄/NMHC did not meet required uptime (87.5%); reported to AEP.
- Trailer and rented equipment were replaced with PRAMP owned trailer and equipment; 28 to 45 hours of downtime due to transition.
- TRS recorded 8 hours downtime due to maintenance on permeation tube.
- THC/CH₄/NMHC issues; 48 hours downtime recorded due to analyzer failure.

Reno

- TRS analyzer failure, 48 hours of downtime recorded due to additional quality checks.

AQHI - Cadotte Lake

- One hour downtime recorded for Ozone analyzer maintenance.
- Wind system failed; 72 hours of downtime recorded ice build up around the sensor.
- Elevated TRS and PM_{2.5} were recorded; likely source from vehicle emissions. There were construction vehicles running in the area.

Canister Program

- November – 3 canisters collected; 2 methane at Reno; 1 non-methane at 986.
- December – 1 non-methane canister collected at Reno.
- In 2020 11 methane triggered canisters and 5 non-methane canisters were triggered.

2.2 Update from Technical Working Group (TWG)

- TWG met in December. Discussion around potential new sites for the AQHI station.

- The methane-triggered canister program has run for the last two years; Board added isotope analysis to the scope.
- Recommendation to pause methane-triggered canister program and conduct an analysis of isotope data, speciated VOCs, and continuous monitoring data; complete an investigation of cause.
- Non-methane canister program will continue.

Motion to accept the recommendation of the TWG to pause the methane-triggered canister program and continue the analysis by Krista Park. Carried.

- Last trailer has been ordered; it should be ready in April; all equipment has been purchased.

Engagement, Outreach and Education

3.1 Outreach Updates

- For the second year we have joined a Stop the Idle promotion with AAC.
- Indigenous Outreach has been developing their plan.
- Schools will be contacted next week.
- Winter newsletter will be published next week.
- We will be starting work on a video on the Introduction to PRAMP.

Financial Update

4.1 Financial Reports

The December Financial Reports were provided to the Directors prior to the Meeting

- The reports provided are the same reports we provide to AEP along with our invoices.

Motion to accept the financial reports for information by Matt Flette. Carried.

New Business

5.1 Strategic Planning

A summary of proposed steps for doing Strategic Planning for 2021 was provided on the Members' Portal prior to the meeting.

- Internal and external input on what we have done and where are we going will be invited from stakeholders, as well as input on the next location for the AQHI station.
- Staff are proposing three separate PRAMP Committee meetings: looking back, looking ahead and developing the business plan.
- Karla will send information to connect with our members (and others); the initial letter will be provided to the Directors.

Motion to approve the Strategic Planning Process as outlined by Karla Reesor by Gaylene Whitehead. Carried.

Next Meetings

We will schedule our strategic planning on March 17 and 24 and April 21 from 1:00pm to 3:30 pm. Brenda will send a doodle for each of those dates to ensure we have the maximum number of people.

Roundtable

Gaylene – asked for clarification on the First Nations and Metis representatives. Peace River Chambers are looking for Board members. Woodlands Cree is now allowing people into the area; Little Buffalo is still locked down.

Adjournment

Meeting adjourned at 2:06 by Anthony Traverse.

Action Item Number	Action Item Description	Status
New Action Items		
		New
		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)	