

**Peace River Area Monitoring Program (PRAMP) Committee
Board of Directors' Meeting
April 20, 2022
1pm to 3pm
Video Conference**

Meeting Notes

Attendees:

Name	Sector Group	Organization	Participation
Doug Dallyn, <i>Co-Chair</i>	Public	Community	Director
Amanda Peardon, <i>Co-Chair</i>	Industry	Baytex Energy	Director
Carolyn Lewis	Industry	Baytex Energy	Director (alt)
Jason Javos	Gov	Northern Sunrise County	Director
Kevin Kemball	Public	NAIT Centre for Boreal Research	Director
Art Laurin	Industry	Obsidian Energy	Director
Garrett Tomlinson, <i>Co-Chair</i>	Gov	Metis Nation, Region 6	Director
Krista Park	Gov	AHS	Director
Elvis Thomas	Gov	Woodland Cree	Director
Mike Brown	Gov	AER	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
Shelly Shannon, <i>Treasurer</i>	Public	Community	Director
Kenda Friesen	Industry	Obsidian Energy	Director
Arlen Hogg	Industry	CNUL	Director
Andy Trudeau	Gov	MD of Smoky River	Director
Brian Allen	Gov	Town of Grimshaw	Director
Blair Fortin	Industry	Tervita Corporation	Member
Stephen Hughes	Industry	Island Oil and Gas	Member
Barb Johnson	Gov	MD of Peace	Member
Laurie Cheperdak	Gov	Alberta Health	Guest
Madhan Selvaraj	Gov	Alberta Environment and Parks	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.

1.2 Agenda

Motion to approve the agenda as amended to move the items for Items 4.2 and 4.3 to the beginning of the meeting to accommodate those who need to leave early by Garrett Tomlinson. Carried.

1.3 Meeting Notes

- Change to 5.2 Roundtable – Obsidian does not have a vaccination policy

Motion to approve January 20, 2022 Meeting Notes as amended by Krista Park. Carried.

2. Monitoring and Reporting

Goal:

1. *Evidence-driven verification that air quality in the Peace River area is at acceptable levels and that emissions are being minimized.*

2.1 PRAMP Data Reports

- Dashboard Reports were reviewed by the Technical Working Group.
- The Dashboard Reports have been posted to the website.
<https://prampairshed.ca/members/technical-working-group/april-14-2022/>
- Interest in a canister triggered in March will be addressed in a data summary.

2.2 Other Technical Updates

- Consultant doing the Network Assessment provided an update to the TWG. Information well received by the TWG. Phase two will be starting soon and an update to the TWG will likely be in late May.
- The slides from the TWG will be added to the Members' Portal for anyone who would like to review.
- The Quality Assurance Plan audit is currently underway. The QAP is a requirement of the AMD. Final report expected in early May.
- There has been an internet issue with the server, AQHI data has not been updated; we expect to have it resolved in the next day or so.

2.3 Reno Station Relocation

- Draft contract has been sent to the landowner for approval.
- ATCO has provided an electrical plan to be signed off by the landowner and PRAMP.
- Station expected to be operational in late May

2.4 PRC Monitoring

- As of March 1, PRAMP has taken over the operations of the PRC Monitoring and Passive Network.
- PRC Continuous Monitoring will now be included on the Dashboard Reports
- Regulator reporting will be taken over by PRAMP.
- Bureau Veritas will continue to operate the PRC station and Dwayne will be managing the passive network around the PRC site.
- We are working to complete the Safety Policy and new procedures to be in line with the requirements of CNRL.

3. Education and Outreach

Goals:

2. *Residents and stakeholders have timely access to air quality data and information in a manner that is readily understood*
3. *Educators, community groups and citizens can access resources to increase understanding of and promote healthy air quality*

- Two paper making sessions in March; eight people attended.
- Peace River Trade Show was well attended, 254 tracked engagements. 54 people signed up for a workshop in the summer (vermiculture and paper making); 17 new subscriptions to the newsletter.
- Starting this week, grade 4 students will be planting beans with vermi-compost.
- The 2022 photo contest will launch shortly; winners will be announced during Environment Week.
- Northern Sunrise, MD Peace and Grimshaw Council presentations will be the last week of April. We are arranging a meeting with Woodland Cree and meeting with MD of Smoky River in early June.

4. Governance

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*

4.1 Monthly Financial Report

Motion to approve the financial reports for information for January, February and March by Garrett Tomlinson. Carried.

4.2 Policy Review – June Board Meeting

- The Vaccination Policy we discussed at the January meeting was blocked and staff is now bringing forward a new Health and Safety Policy.
- We plan to have some new policies and amendments to existing policies at the June Board meeting.
- In fall 2020 the Board reviewed the Terms of Reference; the Board requested we not make changes until the Strategic Planning was completed. Staff will review and provide recommendations for consideration in June.
- New staff procedures are being developed; they will not be provided to the Board for approval, however, any Director is welcome to see them.

Motion to approve the policy review as outlined by Garrett Tomlinson. Carried.

- New and revised policies will be posted for Director review prior to the June meeting.

4.3 Health and Safety Policy

- Policy has been developed to be in line with the requirements of CNRL.
- Commitment to meet any site standards.
- Recommend we not specifically include infectious diseases as well as COVID 19; but to change to a more generic biological, physical, chemical to encompass all hazards.

Motion to accept the policy as amended by Krista Park. Second by Elvis Thomas.

5. New Business

5.1 Next Meeting

- June 8 or 9 will be online. Brenda will send a Doodle Poll.
- The network assessment will not likely be complete by the early June meeting. There is a possibility we will need a summer meeting to review the report prior to the Annual General Meeting.
- Proposed AGM in September in person with an event for the public to see the station in Grimshaw.

5.2 Roundtable

Eileen - Clean Air Day and Environment week activities will be announced shortly.

6. Adjournment

Motion to adjourn meeting at 2:06 pm.

Action Item Number	Action Item Description	Status
New Action Items		
Ongoing Action Items		
2020-11-01	Recommend the map is made a schedule to Policy 1.0 Background (Brenda)	
Completed Action Items		
2022-01-1	Karla will review options for a PRAMP policy on vaccines and other health protocols	
2018-11-02	Mike and Lily will develop a policy on QA/QC for data management and reporting.	