



**Peace River Area Monitoring Program (PRAMP) Committee
Board of Directors' Meeting
November 20, 2024
1:30 – 3:30 pm
Zoom**

Meeting Notes

Attendees:

Name	Sector Group	Organization	Participation
Amanda Peardon, <i>Co-Chair</i>	Industry	Baytex Energy	Director
Andy Trudeau	Gov	MD of Smoky River	Director
Colleen Sklapsky	Gov	Town of Grimshaw	Director
Jason Javos	Gov	Northern Sunrise County	Director
Krista Park	Gov	Alberta Health Services	Director
Elvis Thomas	Public	Woodland Cree	Director
Vivianne Gayton	Public	Community	Director
Ryan Holmes	Industry	Tamarack Valley	Member
Laurie Cheperdak	Gov	Alberta Health	Guest
Mike Brown	Gov	Alberta Energy Regulator	Guest
Madhan Selvaraj	Gov	Alberta Environment and Protected Areas	Guest
Karla Reesor		Executive Director	
Mike Bisaga		Technical Program Manager	
Lily Lin		Technical Program Manager	
Brenda Barber		Office Manager	
Shelly Shannon		Outreach Coordinator	

Regrets:

Name	Sector Group	Organization	Participation
Garrett Tomlinson, <i>Co-Chair</i>	Gov	Metis Nation of Alberta	Director
Kirstie Tooke	Industry	Baytex Energy	Alt-Director
Matt Snowdon	Industry	CNRL	Director
Jess Bellis	Industry	Headwaters Exploration	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.

1.2 Agenda

Motion to approve amended agenda by Jason Javos. No blocks.

1.3 Meeting Notes

Motion to approve the September 5, 2024 Meeting Minutes by Colleen Sklapsky. No blocks.

1.4 Organizational Meeting

Executive rolls are for two year terms. Garrett Tomlinson has indicated that he is willing to continue in the roll of Co-Chair for Government. Karla asked for nominations for the position. Andy Trudeau nominated Garrett Tomlinson.

The Co-Chair Community, the position is vacant. We only have one Community Member, Vivianne has indicated she would not be able to fill the Co-Chair position as a new Director of the Board.

The Secretary-Treasurer position is vacant. Krista Park nominated Colleen Sklapsky for the position of Secretary Treasurer. Colleen has accepted the nomination.

No other nominations were tabled.

Motion to accept Garrett Tomlinson as the Co-Chair, Government and Colleen Sklapsky as the Secretary-Treasurer for two-year terms by Andy Trudeau; second by Krista Park. Carried.

2.0 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

- The Dashboard Reports have been posted to the website. <https://prampairshed.ca/air-monitoring/monitoring-reports/>
- The Dashboard Reports for August and September is attached for reference.

Motion to accept the September Dashboard Report for information by. Carried.

- Mike Bisaga completed Master of Geomatics for Environmental Management and provided a short overview of his last year. Congratulations to Mike.
- 2025 Methane Symposium proposal to submit a poster presentation of the good news story of PRAMP.

Motion to support submitting an abstract to the 2025 Symposium by Krista Park. Carried.

2.2 Update to Policy 3.13 Portable Station Siting

- The update to the matrix presented to the Board at the September meeting. The intent was to move the matrix out of the procedure and into the policy to make it more transparent.

Motion to accept the updated Policy 3.13 by Elvis Thomas. Carried.

2.3 Portable AQHI Station Location

- James McCullum (field technician) drove around Peace River to scout potential sites for the portable monitoring station to be reviewed with Lily.
- The portable will be on the site for a maximum of two years so it is important that power access is reasonable to access and that the site is close to residential.
- Option 1 and 4 are the current options favoured by the Board. Mike and Lily will continue to look into options and review options.

Motion to approve the priority of options for the Portable AQHI Station by Colleen Sklapsky. Carried.

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*

3.1 Outreach Update

- Shelly Shannon is our new Outreach Coordinator.
- Shelly provided an update on activities she has participated in including a couple of vermiculture classes.
- Will be doing a few outreach events over the next couple of months including to seniors
- Attended the ACA Clean Air Forum
- AAC Council held their meeting in Edmonton
- Are working on a new provincial map, a symposium in 2026 and a resource hub

Motion to accept Outreach Update for information by. No blocks.

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

The financial reports are now located on the web portal.

Motion to approve the financial reports for information for September by Colleen Sklapsky. No blocks.

- OSM Workplan change for 2025/26. Capital equipment purchases cannot be part of the contracts and going forward there will need to be grants for capital rather than operating contracts.

4.2 Bylaw Updates

- There were minor updates to the Bylaws in 2017.
- Changes as recommended:
 - Location – is not required to be in the bylaws; we have the boundaries in the policies which is easiest to update as we change them; option 1 to remove completely; option 2 to indicate as boundaries as set by the membership from time to time.
 - Expectations of Members – challenge to have members attend meetings – propose to add: Members are required or expected to provide a representative to attend the Annual General Meeting. Recommend add in participation is required.
 - Membership representatives require an alternate; other than community members
 - Memberships expire at the end of the calendar year if they have not attended any meeting during the calendar year.
 - Board of Directors – a couple of options to representation on the Board of Directors. Recommend best efforts of the Board.
 - Meetings of the Board – propose to meet as often as required at least three times a year
 - Options for quorum were discussed. Karla will provide options for Board decision.

5 New Business

5.1 PRAMP Boundaries

- Mike provided a map with the current boundaries, along with where we have done some work outside of our boundaries and where is there activity.
- Karla will reach out to the municipalities in the expansion area to see if there is an interest.
- Portable monitoring use could have a policy around geographic region.
- Board will review at the next meeting.

6. Wrap up

6.1 Next Meetings

We will send out a doodle poll for February.

6.2 Round Table

7. Adjournment

Motion to adjourn the meeting at.

Action Item Number	Action Item Description	Status
New Action Items		
2024-09-01	We will send out the AQHI Lantern Sponsorship letter to all Members	New
Ongoing Action Items		
2024-05-08	Mike to share Canister updates by email	