



Minutes: Board of Directors Meeting
Date: April 16, 2014
Location: G.H. Dawe Centre Boardroom, Red Deer

In attendance

Board Members and Alternates:

Jim Ainslie, Public
 Rod Boshnick, Industry
 Bob Bryant, Public
 Dale Christian, Public
 Bonnie Denhaan, Public
 Brian Goliss, Industry
 Glenora Skoreyko, Government
 Theresa Laing, Government
 Shane Lamden, Industry
 Jim Saltvold, Public
 Ed Szymanek, Industry
 Reg Watson, Public
 Kevin Warren, Executive Director

Committee Members:

Lauren Maris, Communications

Guest:

Linda Jabs, ESRD
 Yayne-abeba Aklilu, ESRD

Not Attending

Kelly Bauer, Government
 Paul Bradley, Industry
 Tyler Callicot, Government
 Ken Heck, Government
 Butch Howard, Government
 Andy Lamb, Government
 Lawrence Lee, Government
 Jennifer Lutz, Government
 Alasdair MacKinnon, Public
 Tali Neta, Government
 Dan Richen, Government
 Aaron Rognvaldson, Industry
 Barb Shepherd, Government

ACTION ITEM SUMMARY

Item	Who	Deadline
78.1: Lauren Maris will provide Linda Jabs with the name of the appropriate City of Red Deer contact who can provide Red Deer traffic information to the science team to aid them in their work.	Lauren Maris	May 16/14
78.2 Kevin will provide Yayne (ESRD) with a listing of the portable monitoring locations in and near Red Deer from 2008-13 so that the science committee might have additional data to consider in their work.	Kevin Warren	April 30/14
Action Item 78.3 Linda will follow up with Kevin on the uncompleted action items assigned to ESRD.	Linda Jabs	April 30/14
Action Item 78.4 Linda will find out what years the latest completed three-year assessment covers and provide a summary to Kevin.	Linda Jabs	April 30/14
Action Item 78.5 Kevin will follow up with bookkeeper to find out why 2014 revenue totals are higher than actual remittances.	Kevin Warren	June 18/14
Action item 78.6 Action Item 78.6 Kevin will make the arrangements for the June 18 Board meeting and Annual General meeting.	Kevin Warren	May 18/14

Reg Watson convened the meeting at 3:05 pm. Those present introduced themselves.

1. ADMINISTRATIVE ITEMS

1.1 Approve Agenda

The agenda was approved by consensus with the relocation of the O3 & PM2.5 Management Plans Update to the start of the Committee Reports to accommodate Yayne-abebe Aklilu who was participating via phone from her office in Edmonton.

As Kim Sanderson was unable to attend the meeting to take minutes, Kevin asked if others present could forward their notes to him following the meeting. Shane Lamden & Linda Jabs subsequently provided copies of their notes, upon which these minutes are based.

1.2 Minutes of January 22, 2014 Meeting

The minutes of the January 22, 2014 meeting were approved by consensus.

1.3 Report on Action Items

There were no action items assigned at the January 22 board meeting.

1.4 Membership

Kevin advised that to date received \$453 K (73%) of \$617k in 2014 membership funding allocated to EPEA plants, small member companies (\$10K) and municipalities (\$50K) has been received.

Imperial Oil's properties in the Rocky Mountain House area, including Wilson Creek & Everdell, were acquired by Whitecap Resources effective May 1st. the 2014 Membership fee allocation for these facilities has been paid by Imperial Oil resources.

There have been substantial emissions drops at several EPEA plants in 2013 and this will have a significant impact on 2015 funding allocations associated with these emissions. This trend is expecting to continue through 2014. The Burnt Timber Plant is shutting down in 2014 and no funding associated with its 2013 emissions will be forthcoming from Burnt Timber in 2015.

Kevin reported that he delivered a presentation about PAMZ to Red Deer County Council, at their request, the previous day and that they will make a decision about PAMZ membership at a future meeting.

Aaron Rognvaldson will replace Clay Tjostheim as Husky's representative on the Board of Directors. At its recent meeting the Executive agreed to propose Aaron as board chair at the June 18 Annual General Meeting. At its April 11 meeting, Aaron stepped down as the chair of the Technical Working Group and Jim Saltvold will now chair the TWG.

Rod Boshnick retired from Dow and now works for ME Global and will represent them on the Board. A replacement Dow representative remains TBD.

Kevin informed the board that he will be on vacation in Ireland May 16 - June 8 and that Aaron Rognvaldson will assume responsibility for day-to-day operation during his absence.

2. COMMITTEE REPORTS

a) Ozone and PM2.5 Management Plan

Yayne-abebe Aklilu, of ESRD reported over the phone on the status of the PM2.5 Management Plan currently being worked on by Linda Jabs, herself and others at ESRD.

The Red Deer area has been assigned to the mandatory plan level to reduce levels below the Canada Wide Standard (30 µg/m³) based on high PM2.5 events observed at the Red Deer Riverside Station in 2010 and 2011. The framework determines which stations and data can be used/not used according to the criteria laid out.

Yayne is leading the ESRD science team who have been brought together to scope out their work and will potentially put their work into a science report once their work is done. Such a report would summarize the current understanding of PM2.5 levels in the Red Deer area and other regions in the province that have been assigned to various management plan levels. The team is currently conducting analysis to understand 2008-13 high PM2.5 events, working to build relationships with stakeholders and does not have a well-defined time line. They hope to have the analysis results completed by the end of the summer and have a meeting to update stakeholders following that, most likely organized by Sharina Kennedy, an education/communication specialist with the ESRD's Red Deer office.

Key questions the science team will attempt to answer are:

1. What was the effect, if any, of measurements made with the TEOM FDMS analyzers?
2. What are the notable differences between the TEOM FDMS and the Sharp 5030 now in use?
3. Is elevated PM2.5 a wintertime issue?
4. Are there similarities/differences between high PM2.5 events (>20 µg/m³)?
5. Are high PM2.5 events regional or local in origin?
6. Can high PM2.5 events at Riverside be correlated to diurnal traffic patterns?
7. Are October-March events associated with meteorological conditions?

Kevin reminded Yayne & Linda that the NOVUS study of PM2.5 levels observed at Riverside in 2009-11 partially addresses some of the questions the science committee is considering. PAMZ has been running a TEOMFDMS and Sharp 5030 concurrently at the Riverside site since August 2013. The data collected by the Sharp is currently being reported to the CASA Data Warehouse and is used to calculate the Air Quality Health Index. (AQHI)

Action Item 78.1 Lauren Maris will provide Linda Jabs with the name of the appropriate City of Red Deer contact who can provide Red Deer traffic information to the science team to aid them in their work.

Action Item 78.2 Kevin will provide Yayne with a listing of the portable monitoring locations from 2008-13 in and near Red Deer so that the science committee might have additional data to consider in their work.

For the time being, the PAMZ Ozone Management Plan Committee will be the conduit for PAMZ's involvement in the development of a PM2.5 mandatory plan by ESRD. This team currently has standing agenda item at PAMZ TWG meetings.

Shelly Morris of ESRD is attending the TWG meetings but direct representation from the ESRD science team is desirable. The TWG only meets 5 times per year which may not align well with the needs of the science group.

Kevin provided an update on the Ozone Management Plan. The plan was approved by ESRD in December 2008 and is currently into its sixth year of implementation and the start of the long term actions. A number of the medium-term actions assigned to ESRD remain uncompleted due to their recent reorganization and capacity challenges.

Action Item 78.3 Linda will follow up with Kevin on the uncompleted action items assigned to ESRD.

Action Item 78.4 Linda will find out what years the latest completed three-year assessment covers and provide a summary to Kevin.

b) Technical Working Group (TWG)

Aaron Rognvaldson was unable to attend the meeting and so Kevin provided the TWG update in his stead. Kevin reported that the TWG had met the previous Friday, April 11.

The contract with ESRD for the operations of the Red Deer Station expired March 31. As in previous years PAMZ is currently operating on good faith that contact will be renewed shortly.

There has been no formal word on Funding Applications for permanent site at Lancaster July 2014 - March 2015 (\$66K) or update of PAMZ Air Quality Monitoring Plan to meet new AMD requirements (\$37K). Kevin has arranged for a meeting with the City of Red Deer and ESRD May 12 to discuss arrangements for making Lancaster Site permanent.

The McCoy Station was just overhauled at ITB Factory - Collapsible Roof Railings & a roof penetration for future Sharp 5030 PM2.5 analyzer were installed. The work came in \$1,000 under budget as no ladder replacement was required.

WSP Global Inc. is in the process of acquiring PAMZ Air Quality Monitoring contractor, the Focus Corporation. No changes at a field level are expected.

Website hosting services are provided to PAMZ by Reaction Marketing who use a US-Based Server that was victim of Malware attack and was fully down 4 days, partially down 3 days. Reaction is currently re-evaluating website hosting business and may raise rates or get out of business

The Raven-X Modems utilized by PAMZ in its Portables ran on the Telus CDMA Network. They are being replaced with new 3G models because the EVDO Network was discontinued March 31 and all devices were moved to a temporary Network that will be shut down in early 2015.

c) Air Monitoring Program

Kevin advised that there have been no exceedences of any air quality objectives or guidelines at the Caroline or Red Deer Riverside stations since the January board meeting and that the levels observed are all within historical normals.

There are significant differences between the PM2.5 data collected by the TEOM FDMS

and Sharp monitors that correlate strongly with colder operating temperatures when the presence of volatiles and non-volatiles can account for the higher TEOM FDMS readings.

The McCoy station was located at Everdell in January, the James River East site in February, the Crossfield-Carstairs site in March and has just returned from the factory overhaul discussed earlier. There was some correlation of southwest winds and elevated THC levels in the evening and early morning hours but the facility of concern to the residents is located to the northwest. Levels observed at the Crossfield-Carstairs site are consistent with previous monitoring campaigns done there with no exceedences of any air quality guidelines or objectives.

The Martha station was relocated from the Lancaster site in Red Deer to an existing site in Ponoka and will remain there through June 2014. Levels observed to date are consistent with typical urban emission levels and diurnal patterns.

Readings from the passive monitors show normal patterns and levels.

d) Communications Committee

Lauren Maris provided an update from the Communications Committee. The committee heard back from the Kerry Wood Nature Centre. They are currently in processing of amending their permanent displays at the centre and are amicable to including a section on air. They will direct their consultant to approach PAMZ for our input at the appropriate time.

The committee has formed a subgroup to oversee the idle-free education program with Lacombe County and Stettler. Funding has been applied for from two sources. The application to Shell was turned down as it did not satisfy some of Shell's criteria. The status of funding application to the Alberta Lotteries Corporation is unknown.

PAMZ is not eligible for charitable society status because of its membership being mandated in EPEA operating approvals. Previous discussions at PAMZ indicated there was not sufficient demand to warrant the establishment of an arms-length education/communication branch that could get charitable status.

After much discussion of the charitable status, the board instructed the communications committee to do more work at developing a case for investigating charitable status, what some other options may be including applications through member municipalities, and provide an update to the board at its next meeting.

Environment Week is June 2-6 and the committee is planning an Ozone Action Hero Presentation on Clean Air Day (June 4) and a two-day vehicle emissions testing clinic on June 6 and 7. The City of Red deer and ESRD are looking at co-hosting an Enviro-Fair on Clean Air Day and PAMZ will most likely be a partner if this goes ahead.

The deadline for applications for the Martha Kostuch Environmental Education Scholarship has been extended to allow for more applications. Reminder letters and scholarship application information has been resent to all the high schools in the PAMZ region.

e) Issues Response Group (IRG)

Brian Goliss advised that the IRG was met on February 3 and that the focus of the meeting was to plan the annual public issues identification meeting to identify potential monitoring locations for 2015. The meeting will be held at the Performing Arts Centre in Sundre on

Wednesday, May 14. Rhonda King who has previous facilitated the meeting is now with the Alberta Energy Regulator and will once again facilitate the meeting.

f) Financial

Bob Bryant distributed copies of the financial statement to March 31 and a summary of PAMZ's performance against budget to date in 2014. The revenue totals are much larger than what has actually been taken in to date and Kevin will follow up with the bookkeeper to find out why. The rest of the summary looks fine. Hawkings Epp Dumont recently completed the audit of the 2013 financial numbers and the work came within budget. For 2014 there was a surplus of \$39,153 carried forward; the 2014 budget was predicated on a surplus of \$40K. There were no significant issues identified and the board accepted the auditor's report.

Action Item 78.5 Kevin will follow up with bookkeeper to find out why 2014 revenue totals are higher than actual remittances.

3. CLEAN AIR STRATEGIC ALLIANCE (CASA) UPDATE

Kevin distributed a CASA update to the board as part of the pre-meeting materials. There were no questions arising from the summary. Board members can review the update at their convenience.

4. ALBERTA AIRSHEDS COUNCIL (AAC) UPDATE

Kevin reported that the AAC met April 7 in Edmonton. Most of the meeting was spent finalizing an airshed presentation that will be utilized in meetings between the AAC co-chairs and key stakeholders (e.g., CAPP, AFPA, AAMDC, AEMERA) to refamiliarize them with airsheds and the work they do.

The AAC will hold a forum, October 21 in Sherwood Park, to look at what airsheds need to do to stay relevant and how they can transition to fulfill the management role under the National Air Quality Management System, including realignment with the land use framework region boundaries.

5. OTHER BUSINESS

No other business was discussed

6. NEXT MEETING

The Board agreed that the next Meeting and Annual General Meeting will be held in Red Deer on July 18, at a location as close as possible to the Lancaster Monitoring Site and that members of the local Lancaster community will be invited.

Action Item 78.6 Kevin will make the arrangements for the June 18 Board meeting and Annual General meeting.

The board meeting adjourned at 5:50 pm.

Kevin delivered a presentation on the "History of Air Quality Monitoring in Alberta" from 6:30-7:20, attached to these minutes.