



Minutes: Board of Directors Meeting
Date: January 30, 2013
Location: G.H. Dawe Centre, Red Deer

In attendance

Board Members and Alternates:

Jim Ainslie, Public
 Bob Bryant, Government
 Ken Dahl, Government
 Bonnie Denhaan, Public
 Brian Goliss, Industry
 Paul Harris, Government
 Cliff Knutson, Government
 Shane Lamden, Industry
 Alasdair MacKinnon, Public
 Tali Neta, Government
 Jim Saltvold, Public
 Ed Szymanek, Industry
 Clay Tjostheim, Industry
 Reg Watson, Public
 Kevin Warren, Executive Director

Committee Members:

Lauren Maris

Presenter:

Shane Lamden, NOVA Chemicals

Meeting Support:

Kim Sanderson

Not Attending

Kelly Bauer, Government
 Rod Boshnick, Industry
 Paul Bradley, Industry
 Tyler Callicot, Government
 Dale Christian, Public
 Amber Hines, Government
 Andy Lamb, Government
 Jennifer Lutz, Government
 Jim McKinley, Government
 Paddy Munro, Government
 Kim Ng, Public
 Dan Richen, Government
 Leonard Standing on the Road, Public
 Wayne Ungstad, Public

ACTION ITEM SUMMARY

Item	Who	Deadline
68.1: Kevin will prepare a summary of strategic plans from other airsheds when he receives all the plans.	Kevin Warren	TBD
69.2: The IRG will further consider how PAMZ could be involved with health impact assessments with respect to ambient air quality and report back to the board.	IRG	March 2013
71.1: The communication committee will prepare a media release concerning the 2009-11 CWS assessment results after they have been released by ESRD.	Communications committee	TBD
72.1: Kevin will advise the board prior to requesting an extension from the City of Red Deer to monitor at the Lancaster site.	Kevin Warren	June 2013
72.2: Lauren will send a copy of the summary of municipal anti-idling actions to Kevin for distribution to the board.	Lauren Maris	Feb. 15
72.3: Kevin will follow up with CASA about a) why Jim Ainslie has not been contacted for the Human and Animal Health Team, and b) possible PAMZ participation on the Odour Management Team.	Kevin Warren	Feb. 15

Reg Watson convened the meeting at 3:03 pm. Those present introduced themselves.

1. ADMINISTRATIVE ITEMS

1.3 Approve Agenda

Two items were added to the agenda, which was then approved:

- An item regarding Penn West's membership in PAMZ will be raised under Membership and discussed in more detail in the Financial Report.
- An item regarding the Environmental Monitoring Commission was added under Other Business.

1.2 Minutes of November 21, 2012 Meeting

The minutes of the November 21, 2012 meeting were approved by consensus.

1.3 Report on Action Items

Item	Status
66.1: In 2012, the TWG will revisit the density of the passive monitoring network, decide if a study is needed, and report back to the Board.	Done; discussed as part of the TWG report.
68.1: Kevin will prepare a summary of strategic plans from other airsheds when he receives all the plans.	Carry forward.
69.2: The IRG will further consider how PAMZ could be involved with health impact assessments with respect to ambient air quality and report back to the board.	Carry forward.
71.1: The communication committee will prepare a media release concerning the 2009-11 CWS assessment results after they have been released by ESRD.	Carry forward. The results have not yet been formally released. PAMZ is compiling the PAMZ stakeholder list for ESRD to incorporate for their notification letter.
71.2: Kevin will find out from CASA how representatives were chosen for the Odour Management Working Group and advise the Board.	Done. PAMZ received a response from the CASA project manager indicating that the appropriate CASA groups will be informed of PAMZ's interest; CASA will consider how to engage airsheds on this issue.

1.4 Membership

Kevin advised that large-facility members will be invoiced a total of \$587,528, but these invoices have not yet been issued because Penn West, whose allotment is about \$37,000, has indicated it intends to withdraw from PAMZ (see Item 2f for more details). Sixty-eight of the 82 small member companies have been invoiced (\$1000 minimum), and invoices were also sent to 30 of 64 municipalities for a total of \$98,059.

2. COMMITTEE REPORTS

a) Technical Working Group (TWG)

Kevin reported that the TWG decided to repair rather than replace the THC/CH₄ monitor on the Martha station. This expense along with additional costs for SO₂ monitoring at the French residence (Ferrier Acres) will use up about \$16,000 of the contingency fund, leaving just over \$11,000 for the rest of 2013. The installation of collapsible safety rails on the Martha station will cost about \$6000 and add another 5 days of offline time in early April. This expense, along with the \$8000 air conditioning overhaul, will come out of the capital

expenditures fund. PAMZ is now monitoring at the Lancaster reservoir site to assess its suitability for permanent monitoring. ESRD would like to have more than four months of data that includes summer as well as winter conditions. Rather than use a PAMZ station for this additional monitoring, PAMZ is asking ESRD for the use of one of their two portable monitoring stations for six months along with funding to cover its operational costs for the same period. As in previous years, PAMZ will also request \$17,500 from ESRD to prepare the upgraded annual reports.

b) Air Monitoring Program

Kevin reported that all levels at both the Caroline and Red Deer Riverside stations have been within historical normals with no air quality guideline exceedances since the last board meeting. He reviewed equipment changes being considered for the Riverside station, some of which were discussed at the last meeting. The request to replace the ultrasonic wind sensor with a cup and vane type did not go forward, but ESRD is providing an ultrasonic "loaner" unit so PAMZ can send the current unit out for calibration. The TEOM FDMS unit for monitoring PM_{2.5} is not due for life cycle replacement for another three years. Kevin reviewed the portables' schedule for 2013, as finalized at the last meeting.

The Martha Kostuch portable station was at Crestomere in December; results showed nothing unusual at this site, and what would be expected at a site near a highway. The station is now at Ferrier Acres where the resident has complained about SO₂ odors. An SO₂ analyzer was installed at the French residence. To date, no significant SO₂ has been observed at either site, although some THC, NO_x and high PM_{2.5} levels were noted during recent inversion conditions. The resident is keeping a log and has not complained of any SO₂ odours during this time. The chair of the TWG lives nearby and is also keeping a log.

The David McCoy station was moved from Lacombe to the Lancaster Reservoir site on November 27 and will be there through the last week of March. Observed wind patterns are quite different between the Lancaster and Riverside sites. The two sites also have different monitors for PM_{2.5}, with Riverside using a TEOM FDMS and Lancaster a BAM 1020. Average PM_{2.5} levels at Riverside in December were roughly double those recorded at Lancaster, and average NO_x levels were about 29% higher. Given that ESRD would like more data from the Lancaster site before a decision is made about establishing a permanent site, PAMZ will likely need to request an extension before July from the City of Red Deer to continue having a trailer at this site (which will ideally be an ESRD portable).

Action 72.1: Kevin will advise the board prior to requesting an extension from the City of Red Deer to monitor at the Lancaster site.

Levels and patterns for the passive monitoring program were consistent with historical normals. Two samples were damaged in the fall and could not report for a month each.

The recent precision and accuracy study undertaken by a graduate student looked at field performance of Maxxam type passives, which are used by PAMZ and are the most widely used in Alberta. The study examined five years of data from 2006 to 2011 for five airsheds that use these passives, but data were not broken down by individual airshed. Sample sizes were very robust. Precision was determined by looking at passive duplicates, while accuracy compared passive results with co-located permanent continuous monitoring stations. Conclusions were that passives are very good in terms of precision; with respect to accuracy, SO₂ is biased high, but this is a known bias. NO₂ bias is low compared to continuous monitoring, and ozone bias is slightly higher. This is acceptable performance for use in interpretation of spatial and temporal trends of ambient concentrations of these

parameters. Analysis done by PAMZ suggests that the PAMZ passive network is more accurate than the study results indicate, likely because of the use of site-specific meteorological data modelled using eight Environment Canada sites within PAMZ, providing a better estimate of sampling conditions at each site.

With respect to Action 66.1, the initial interest in looking at this matter was to see if PAMZ could reduce costs by doubling the sample time from 30 to 60 days. The TWG decided that there were limited opportunities for cost savings by reducing the number of sites, based on the standard in use by all airsheds. A further study would cost \$20,000 to \$30,000 and would require funding support from ESRD. With expected GOA cutbacks, the TWG decided to focus its funding requests on other critical areas, as noted in item 2a.

c) Ozone Management Plan (OMP)

Kevin reiterated that no new medium-term actions would be undertaken in 2013 that would require more funding. ESRD is expected to release the 2009-2011 CWS assessment results, post the results on their website and notify stakeholders shortly thereafter.

d) Issues Response Group (IRG)

Kevin reported that the IRG has not met since August. They will meet in March to review any new air quality issues, plan the public issues identification meeting in May and consider how PAMZ could be involved with health impact assessments related to air quality.

e) Communications Committee

Lauren Maris, chair of the Communications Committee, presented an update. The committee last met January 22. The deadline for the photo contest is March 1. The contest has been well promoted, but more entries are needed. As part of its review after this contest, the committee may look at the prize structure and the categories. Work is underway on the winter newsletter, which will come out in March. To increase awareness of the Martha Kostuch environmental education scholarship (deadline July 1), the committee is contemplating sending letters to principals and guidance counselors in regional high schools.

A survey was done to determine municipal action on idling. Larger municipalities (e.g., Red Deer, Olds) seem to be addressing this issue, but counties, MDs, and smaller towns are not doing nearly as much. Survey responses were shared with the municipalities, and there was some discussion about how to eliminate barriers for smaller municipalities. An appropriate longer-term goal for PAMZ could involve developing some tools to help them with anti-idling measures. This focus for PAMZ arose from workshops on how to reduce emissions; its advantage is that anyone can take action and results can be seen right away. Efforts to encourage people to use alternate transportation should also continue, as noted in the Ozone Management Plan.

Action 72.2: Lauren will send a copy of the summary of municipal anti-idling actions to Kevin for distribution to the board.

Sue Arrison is working on the short online satisfaction survey to go out to those on the PAMZ mailing list to determine how satisfied they are with the organization and the level of service they think PAMZ is providing to its stakeholders. To encourage people to respond, there will be a draw for two \$50 gift cards. Sue is also working on education and outreach, and has met with others to identify existing resources. It was decided to develop a one-hour presentation that is completely linked to the curriculum at the elementary level.

If funding is received from ESRD for the annual report, the same format as in the last few years will be used, with two documents being produced; if funding is not forthcoming, PAMZ will revert to the single basic report of earlier years. The committee would like to expand its membership and get youth involved; as part of this effort, it may be possible to access a bursary from the GOA. It was suggested that the committee also look at a web application (Plugg.io) to manage various social media feeds to help raise awareness of PAMZ and air quality issues generally.

f) Financial

Bob Bryant presented the financial report, noting that previous GST issues are being sorted out. Although large company invoices have not been mailed, there is enough money to operate for 2-3 months. Bob directed the board to the detailed chart on revenue and expenses. Many items for 2012 were a little under budget, but some bills from 2012 are paid in January 2013.

Kevin briefly reviewed how fee allotments for large companies are calculated, noting that amounts owing for PAMZ 2013 fiscal year are based on emission data for 2011. Two things determine what a plant pays: the amount PAMZ needs in its budget, and the plant's emissions. Some smaller plants are now paying a larger proportion because overall emissions from larger plants are coming down for various reasons (improved efficiency, reduced gas throughput, etc.). The Penn West allocation for 2013 is \$37,778. On December 12, PAMZ received a letter from Penn West about changes made to eliminate SO₂ and NO_x emissions at their Wimborne plant. In the letter, they indicated their intent to apply to ESRD to amend their operating approval and advised they would cease participation in PAMZ and not be paying any membership fees for 2013 related to this facility. Penn West declined an invitation to meet with PAMZ to discuss the matter. ESRD has not yet made a decision about amending Penn West's operating approval and it was not known by the representative present if they had received an amendment application.

The board discussed this matter and identified two options:

1. Issue invoices to all companies, including Penn West, recognizing that Penn West may not pay, which would lead to a deficit in capital expenditure funds.
2. Increase the amount payable by other companies in the zone.

Brian Goliss moved, seconded by Alasdair MacKinnon, that PAMZ invoice all large company members based on the 2013 budgeted amounts as planned; carried.

3. CASA UPDATE

Kevin presented an update as provided by CASA.

- The next board meeting is March 27.
- The CASA-AAC Joint Standing Committee (JSC) has considered a consultant's discussion paper focused on policies and strategies affecting airshed zones, and other matters. The JSC is keeping abreast of recent developments in air quality management and will engage with the new environmental monitoring body headed by Ernie Hui.
- Communications Committee is conducting its annual review of outreach activities and continuing research into an online community of practice.
- Operations Steering Committee received a budget for the CASA Data Warehouse prepared by staff. The future of this committee remains under discussion.
- Electricity Working Group is drafting a project charter for the 2013 review of the Electricity Framework.

- Odour Management Working Group is preparing a project charter for an Odour Management Project Team, to go to the board in March.
- Particulate Matter and Ozone Implementation Team will bring forward its final report and two recommendations to the board in March, and the team will be disbanded.
- Human and Animal Health Implementation Team has reviewed implementation of recommendations from four previous reports and is considering how to better coordinate input on these issues. Jim Ainslie's name was put forward for this team, but he has not been contacted by CASA.
- A statement of opportunity is being prepared on non-point source emissions management, and will be reviewed at the March board meeting.
- The Managing Collaborative Processes guide is expected to be completed this spring.

Action 72.3: Kevin will follow up with CASA about a) why Jim Ainslie has not been contacted for the Human and Animal Health Team, and b) possible PAMZ participation on the Odour Management Team.

4. AAC UPDATE

The AAC has not met since the end of September. They considered holding a two-day conference, but instead are now looking at a one-day event in the fall of 2013 in Edmonton. Each zone will be asked to present a topic and organize a speaker or panel. The conference will be discussed further at the next meeting, in March.

5. OTHER BUSINESS

PAMZ and other airsheds have noted the need for ESRD to look at how airsheds can be sustainably funded. At a December 13 meeting with three airsheds in the oil sands area (WBEA, LICA and PAZA) ESRD reviewed the proposed time frame for transitioning to an enhanced monitoring system in these areas and implementation of associated funding mechanism changes. At face value, 2013 will be a 'status quo' year for most monitoring organizations – they will rely on their traditional funding sources to collect the funds necessary to carry out regional monitoring activities. However, there is one caveat: ESRD has asked that monitoring organizations/airsheds insert two qualifiers into their 'funding contracts' that acknowledge:

- the system of environmental monitoring and funding is changing, and
- the coming change is aligned with the expectations and objectives of the Joint Oil Sands Monitoring Plan.

By 2014, ESRD will have the legal tools in place to collect, retain, and disburse funds for monitoring activities in the Oil Sands Region. It is expected that the monitoring system will cost \$50 million per year in the first three years. The best guess is that transitioning of monitoring to the new system in the rest of province will take 5-10 years. PAMZ has invited Ernie Hui to address the April meeting so the board can have further discussion about the new monitoring initiative.

6. NEXT MEETING

The next meeting will be April 17, 2013 at the G.H. Dawe Centre in Red Deer.

The board meeting adjourned at 5:35 pm.

Shane Lamden made a presentation to the board on Responsible Operations at NOVA Chemicals' Joffre Site. He described the Joffre operations and site facilities, noting adherence to the Responsible Care™ program. He also described the community activities in which NOVA participates and presented plans for expansion at the site, then responded to questions from board members. Shane provided copies of the most recent newsletter.