

**Minutes:** Board of Directors Meeting  
**Date:** June 18, 2014  
**Location:** Deer Park Activity Centre, Red Deer

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**In attendance**

Board Members and Alternates:

Kelly Bauer, Government  
 Rod Boshnick, Industry  
 Bob Bryant, Public/NGO  
 Renny Ceccato, Industry (for Paul Bradley)  
 Brian Goliss, Industry  
 Ken Heck, Government  
 Jody Junk, Industry (for Ed Szymanek)  
 Rhonda King, Government  
 Shane Lamden, Industry  
 Aaron Rognvaldson, Industry  
 Tali Neta, Public/NGO  
 Jim Saltvold, Public/NGO  
 Reg Watson, Public/NGO  
 Julie Youngblood, Industry (for Paul Bradley)  
 Kevin Warren, Executive Director

Committee Members:

Lauren Maris, Communications

Guests:

Colin Long, Keyera  
 Karlee Overguard, Shell

Meeting Support:

Kim Sanderson

**Not attending**

Jim Ainslie, Public/NGO  
 Paul Bradley, Industry  
 Dale Christian, Public/NGO  
 Bonnie Denhaan, Public/NGO  
 Cora Knutson, Government  
 Andy Lamb, Government  
 Lawrence Lee, Government  
 Jennifer Lutz, Government  
 Alasdair MacKinnon, Public/NGO  
 Dan Richen, Government  
 Barb Shepard, Government  
 Ed Szymanek, Industry

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**ACTION ITEM SUMMARY**

Item	Who	Deadline
78.3 Linda will follow up with Kevin on the uncompleted action items assigned to ESRD.	Linda Jabs, Kevin Warren	September 1, 2014
78.4 (amended) Kevin will obtain from Linda Jabs a summary of the 2010-12 PM and Ozone assessment.	Linda Jabs, Kevin Warren	September 1, 2014
79.1: Kevin will provide a written summary of the Focus mid-year performance assessment to the board.	Kevin	September 1, 2014
79.2: Kevin will investigate the possibility of securing funds from the federal government to support the AQHI display at the Lancaster site.	Kevin	August 1, 2014
79.3: Kevin will request a letter of support from ESRD for the Lancaster station, to accompany the application to the City of Red Deer for a permanent development permit.	Kevin	August 1, 2014
79.4: Kevin will attach minutes from the June AAC meeting to the minutes of this PAMZ board meeting.	Kevin	September 1, 2014
79.5: Kevin and Aaron will invite Brad Pickering to make a presentation at the September PAMZ board meeting.	Kevin and Aaron	July 15, 2014

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.

### 1.2 Minutes of April 16, 2014 Meeting

The minutes of the April 16, 2014 meeting were approved by consensus.

### 1.3 Report on Action Items

Item	Status
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 offered to provide this information if Linda requested it, but ESRD did not need it.
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.	Done
78.3: Linda will follow up with Kevin on the uncompleted action items assigned to ESRD.	Kevin has not heard since sending list.
78.4: Linda will find out what years the latest completed three-year assessment covers and provide a summary to Kevin.	Kevin learned that the most recent assessment is 2010-12; Kevin will follow up to get the results from Linda. Carry forward.
78.5: Kevin will follow up with bookkeeper to find out why 2014 revenue totals are higher than actual remittances.	Done. The bookkeeping software recognizes all invoices as revenue when invoices are sent out. Some invoices were written off last year so the numbers should drop back to what was in the budget when that is done.
78.6: Kevin will make the arrangements for the June 18 Board meeting and Annual General Meeting.	Done.

### 1.4 Membership

Most large invoices have been paid; the exception is the PennWest Gilby invoice (\$1303.57) and Kevin is not optimistic that it will be paid. Of the EPEA companies, PAMZ has received \$615,700 of \$617,000 invoiced. Of the small companies, \$18,000 of the budgeted \$25,000 has come in, which is less than usual at this point in the year.

Outgoing board members and their affiliations were recognized:

- Bob Bryant, Clearwater County
- Clay Tjostheim, Husky
- Cliff Knutson, Town of Bentley
- Glenora Skoreyko, ESRD
- Kenneth Dahl, ESRD
- Paddy Munroe, Mountainview County
- Paul Harris, City of Red Deer
- Tali Neta, NRCB
- Tyler Collicutt, AER

Bob Bryant and Tali Neta will continue on the board as public/NGO members.

### Composition of Board and Executive for 2014-15

Kevin presented a chart of board members for 2014-15, noting that the director and alternate positions are held by organizations, not individuals, except for public members. The attendance record for this meeting reflects this composition.

The following individuals will comprise the Executive Committee for 2014-15:

Chair – Aaron Rognvaldson, Industry  
Vice Chair – Vacant  
Past Chair – Reg Watson, Public/NGO  
Treasurer – Bob Bryant, Public/NGO  
Secretary – Andy Lamb, Government  
Executive Director – Kevin Warren

Aaron Rognvaldson assumed the chair for the rest of the meeting.

## **2. COMMITTEE REPORTS**

### **a) Technical Working Group (TWG)**

Jim Saltvold, the new TWG chair, reported that the TWG met June 13 in Red Deer. Kevin met with Focus on June 12 for the mid-year performance review, which was satisfactory.

### **Action 79.1: Kevin will provide a written summary of the Focus mid-year performance assessment to the board.**

Kevin is obtaining quotes from three Alberta labs for analyzing the passives from 2015-2017; the TWG will decide at its September 5<sup>th</sup> meeting to renew the Maxxam contract or put it out for tender. Preliminary statistical analysis of the PAMZ passive results for 2001-2014 indicate that removing the two stations in the mountain parks will have minimal impact on the network averages and could save PAMZ about \$18,000 a year in analysis and change-out costs. New 3G modems were installed at all three PAMZ-owned stations in May and are working well.

PAMZ has received a signed contract from ESRD for operating the Red Deer Riverside Station. The contract contains new clauses concerning possible assignment of the contract to the Alberta Environmental Monitoring, Evaluation and Reporting Agency (AEMERA) at some point during the contract term, and an amended requirement for \$2-million liability insurance for vehicles owned by contractors or sub-contractors (up from \$1-million). A decision from ESRD is pending on the application for funding for Red Deer Lancaster (\$69,900) and for updating the Air Quality Monitoring Plan (\$37,000). The TWG approved proceeding with required engineering and survey work required for the permanent site development permit at Lancaster (details below).

Kevin advised that AEMERA is currently auditing the PAMZ network; some members of the audit team formerly worked with ESRD and are now with AEMERA, so are familiar with PAMZ. Audit results to date are noted under the Air Monitoring Program report.

### **b) Air Monitoring Program**

Kevin reported that the Caroline station experienced one exceedance of the hourly PM<sub>2.5</sub> guideline since the meeting on April 21. There have been no recent PM<sub>2.5</sub> high-scaling episodes at Caroline and efforts were made to ensure that the exceedance reading was genuine. No recent elevated THC episodes have been observed. New wind sensors have been installed and are designed to avoid problems with ice build-up. All parameters at the

Caroline station passed the June 17 audit conducted by AEMERA.

No exceedances have been observed at the Red Deer Riverside station since the April meeting. Significant differences between the SHARP and TEOM analyzers are still being noted. Greater differences are expected in winter, but average temperature has been above zero and differences are still appearing. PAMZ will start tracking relative humidity to see if that is a factor. Performance of the two analyzers will be compared at least until the end of July. ESRD is interested in the results since the older equipment that is giving higher readings was previously the standard. Irrespective of differences, correction factors will not be applied to historical data. This station passed the audit except for the THC analyzer, which is on loan while the original one owned by ESRD is being repaired. It passed in the lower portion of the operating range, but failed on the upper range; this is not relevant since readings are in the lower part of the scale so data adjustment is not needed. This issue should be resolved with the return of the original analyzer.

The Martha station was installed at Ponoka on April 2 and calibrated April 3. So far, levels are similar to what PAMZ has observed in other medium-sized towns where monitoring has been done. Significant but very brief non-methane hydrocarbon spikes were seen mid-day on April 15 and 27 with light NNW winds. These could be related to tanker trucks refilling the two gas stations in that area. More occurrences are needed before this can be verified. Alberta does not have air quality objectives for hydrocarbons; many of these compounds are associated with odours and the tools for dealing with them are limited. The Ponoka station will be audited June 19.

The McCoy station was installed at Olds on April 15 following a factory overhaul and recalibration. So far, levels are similar to what PAMZ has observed in other medium-sized towns where monitoring has been done. Some observed NO<sub>2</sub> and THC emissions may be associated with motor vehicles and generators in campground for late May and June. Kevin was advised during the meeting that all air quality and meteorological parameters at the Olds station passed the AEMERA audit.

Kevin met with City of Red Deer planning and environmental services departments and Al Clark from ESRD on May 11 to discuss plans for the Lancaster site. PAMZ will need a permanent development permit and a lease agreement with the City of Red Deer. The permit application requires engineering and survey drawings showing elevations, power lines, location layout and other details, which is now underway; the public notification process will take 10-12 weeks and key agencies from the City of Red Deer will provide letters of support for the application. Appropriate landscaping that blends in but will not affect air quality measurements will be determined. An outdoor digital display of the Air Quality Health Index (AQHI) along with appropriate interpretive information is being considered. The installation target date is September and the Martha station will remain at Ponoka until the Lancaster site is ready. PAMZ may ask ESRD to apply some of the funds approved for operations in July and August toward additional installation costs.

**Action 79.2: Kevin will investigate the possibility of securing funds from the federal government to support the AQHI display at the Lancaster site.**

**Action 79.3: Kevin will request a letter of support from ESRD for the Lancaster station, to accompany the application to the City of Red Deer for a permanent development permit.**

The levels and patterns for the passive system are consistent with historical normals for March and April, with drops in SO<sub>2</sub> and NO<sub>2</sub>. Ozone levels increase with increased sunlight in the

spring and summer.

**c) Ozone and PM<sub>2.5</sub> Management Plans**

Kevin advised that progress on the plans has been slow. The ESRD science team is reviewing PAMZ PM<sub>2.5</sub> data and other parameters to answer a number of specific questions. In light of recent ESRD staff departures to AEMERA, public meetings on the plan may be delayed. The Alberta Capital Region's Plan should be done by the end of 2014 and there is expected to be a lot of similarity between that plan and one for PAMZ, especially with respect to motor vehicles.

**d) Issues Response Group (IRG)**

Brian Goliss reported that the IRG public meeting was held May 14 in Sundre with 22 people in attendance, including several board members. The following potential monitoring sites emerged from that meeting.

Rank	Site	# of votes
1	An area of high oil and gas development the Sundre or Rocky Mountain House area	16
2	Location with dust from gravel pits, construction	15
3	Site along highway 2 near Crossfield (to monitor H <sub>2</sub> S, SO <sub>2</sub> , odours)	14
3	Johnston residence	14
4	CFOs and feedlots	10
5	Oil and gas storage tank venting	9
5	Highway 2 transportation emissions	9
6	Plains Midstream Red Deer River pipeline leak follow-up	8

The IRG will review these sites in August when they will also examine complaint data from ESRD, AER, SPOG, NRCB and others. The IRG will present its recommended monitoring sites for 2015 to the board in September. Alberta does have an air quality guideline for total suspended particulates, which is 100 micrograms/m<sup>3</sup> average per 24 hours, a level three times higher than for fine particulates. It was noted that PAMZ does not presently have the equipment to monitor the larger PM associated with dust and coarse particulates, as identified in the second-ranked site. As well, if the Martha station is installed permanently at Lancaster Park, PAMZ will have only the McCoy portable station which will need to be used for two purposes: responding to issues identification plus regular monitoring on a circuit. If the McCoy station is to continue for three months each year at the Crossfield-Carstairs location, only three other sites could be monitored annually.

**e) Communications Committee**

Lauren Maris reported that the Communications Committee had a very busy Environment Week in Red Deer with three events on Clean Air Day: the vehicle emissions testing clinic, the Action Hero awards and the City of Red Deer's EnviroFair. The media response was very good. A total of 61 cars and two motorcycles came through the emissions testing clinic; it was suggested that the committee consider ways to help people improve the performance of their vehicle, such as partnering to offer discounts for a tune-up or specific new parts and services.

The committee continues to work on the Idle-Free program. The County of Lacombe and the Town of Stettler are looking for support from PAMZ to help advance idle-free zones with their respective municipal councils. PAMZ is also working to ensure it complies with Canada's new Anti-Spam Law, which comes into effect July 1. The next newsletter is planned for September and suggestions for content are always welcomed. If PAMZ decides

to provide AQHI information at the Lancaster site, PAMZ and the City of Red Deer are likely to get calls and emails, so should be ready to respond.

**f) Financial**

Bob Bryant distributed copies of the financial statements. He reviewed the numbers with the board, providing updates and clarifications as needed. Clearwater County continues to be a member and provides bookkeeping support for PAMZ.

**3. CASA UPDATE**

Kevin circulated a written update prior to the meeting for board members to peruse at their leisure. Kevin is working to get clarification on the roles and responsibilities for the Operations Steering Committee with respect to the CASA Data Warehouse and other activities. He is also encouraging a meeting of CASA and the AAC Joint Standing Committee they have not met for some time.

**4. ALBERTA AIRSHEDS COUNCIL (AAC) UPDATE**

The AAC met June 16 in Calgary. The focus was on planning the one-day invitation-only workshop October 23 in Sherwood Park to explore airsheds and their future role in air quality monitoring and management. It is likely that Brad Pickering, the AEMERA CEO, will speak. The format is being refined and the session will be professionally facilitated with formal proceedings. ESRD provided \$30,000 to hold the workshop and each airshed will be able to send representatives.

The WBEA and LICA have been working more closely than other airsheds with AEMERA due to the oilsands resources in their region and the current AEMERA focus on oilsands-related issues. It was noted at the AAC meeting that consultation opportunities for the public and stakeholders with AEMERA are limited; the cancelled workshop to discuss AEMERA terms of reference was mentioned as an example. Terms of reference will now be developed internally and circulated for comment.

**Action 79.4: Kevin will attach minutes from the June AAC meeting to the minutes of this PAMZ board meeting.**

**5. OTHER BUSINESS**

It was noted that:

- Airsheds and air quality are prominently featured in information for the North Saskatchewan Regional Plan process.
- Alberta Energy is holding invitation-only discussions about energy development near urban centres. Kevin is attending the Red Deer session on June 19.

**6. NEXT MEETING**

The next board meeting will be held September 17 at the Dawe Centre in Red Deer.

**Action 79.5: Kevin and Aaron will invite Brad Pickering to make a presentation at the September PAMZ board meeting.**

The board meeting adjourned at 5:17 pm.