



**Minutes:** Board of Directors Meeting  
**Date:** September 25, 2013  
**Location:** G.H. Dawe Centre Boardroom, Red Deer

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**In attendance**

Board Members and Alternates:

Jim Ainslie, Public  
 Rod Boshnick, Industry  
 Bob Bryant, Government  
 Brian Goliss, Industry  
 Cliff Knutson, Government  
 Andy Lamb, Government  
 Shane Lamden, Industry  
 Alasdair MacKinnon, Public  
 Tali Neta, Government  
 Jim Saltvold, Public  
 Reg Watson, Public  
 Kevin Warren, Executive Director

Committee Members:

Lauren Maris, Communications

Meeting Support:

Kim Sanderson

**Not Attending**

Kelly Bauer, Government  
 Paul Bradley, Industry  
 Tyler Callicot, Government  
 Dale Christian, Public  
 Ken Dahl, Government  
 Bonnie Denhaan, Public  
 Paul Harris, Government  
 Jennifer Lutz, Government  
 Paddy Munro, Government  
 Dan Richen, Government  
 Ed Szymanek, Industry  
 Clay Tjostheim, Industry

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**ACTION ITEM SUMMARY**

Item	Who	Deadline
75.1: Rod Boshnick will forward a contractor performance review form to Kevin for reference.	Rod Boshnick	Oct. 31/13
75.2: The TWG will ask AER to explain how they would determine if a facility is compliant or not when using their FLIR.	TWG	Nov. 22/13
75.3: The TWG will consider the comments from the stakeholder survey and how to respond.	TWG	Nov. 22/13

Reg Watson convened the meeting at 3:10 pm. Those present introduced themselves.

**1. ADMINISTRATIVE ITEMS**

**1.3 Approve Agenda**

The IRG report was moved to precede the TWG report. The product from action 74.1 was added to Other Business. The amended agenda was approved by consensus.

**1.2 Minutes of June 19, 2013 Meeting**

The minutes of the June 19, 2013 meeting were approved by consensus.

### 1.3 Report on Action Items

Item	Status
68.1: Kevin will prepare a summary of strategic plans from other airsheds.	Completed. The summary will be presented at the November board meeting.
74.1: Kevin and Aaron will review the risks and consequences of changes being contemplated for the air monitoring program and present to the board in a more structured format at the September meeting.	Completed. The document was reviewed with the TWG and will be presented under Other Business.
74.2: The Communications Committee will extract more detailed comments on what respondents wanted to see regarding an expanded air quality monitoring program.	Done. Lauren Maris will address this item in the Communications Committee report.
74.3: Justine will send an exact link to the AER's draft flaring and venting directive to Kevin for distribution to the board.	Done.

### 1.4 Membership

Kevin met with representatives from the City of Red Deer Environment Department on July 14 and toured the Riverside station. They discussed ESRD's PM<sub>2.5</sub> management plan and its status, looking at things that could be done in advance. Kevin suggested the City contact Edmonton and Calgary, both of which have plans in place that could provide ideas for Red Deer. Red Deer is keen to meet with ESRD to encourage action on the plan. Sometime after the October 21 municipal elections, Kevin will make a presentation to the Red Deer Environment Committee and to other municipal councils in PAMZ.

Both AER production data for 2012 and the 2012 SO<sub>2</sub> data for EPEA plants in PAMZ are now in hand and will be used to calculate funding allocations and invoices for 2014 membership fees.

Kevin advised that Kim Ng has indicated he is stepping down from the PAMZ board.

## 2. COMMITTEE REPORTS

### a) Issues Response Group (IRG)

Kevin reported that the IRG met August 14 to discuss monitoring locations for 2014. No new issues requiring air quality monitoring have emerged since the public meeting in Didsbury. The IRG used recommendations from that meeting and complaint logs from AER, ESRD, NRCB, and SPOG to identify monitoring locations. It was noted that the number of complaints for odour and other issues seemed to be lower this year. The top three sites proposed by the IRG were:

- H<sub>2</sub>S odours associated with the Crossfield gas plant
- Oil and gas development in the Rocky Mountain House area
- Johnston residence north of Sundre (battery loading and uploading issues).

The second tier included follow up at the Delburne site for SO<sub>2</sub>, and the Linden area (wintertime smog). The third group was Kuusamo Industrial Park and Highway 2 transportation corridor.

If any new issues come forward, the IRG will meet by teleconference in November prior to the board meeting. The next meeting will be in late January or early February.

**b) Technical Working Group (TWG)**

Brian reported that the TWG met September 20 and discussed PAMZ's monitoring contractor, Focus, and their performance; the TWG is satisfied with the contractor's performance as some management and communications practices have been improved. PAMZ received a letter on July 16 from ESRD closing off the 2013 audit of stations; some wind data at Riverside had to be invalidated and some wind data at Didsbury corrected but all 26 air quality monitors passed the audit.

**Action 75.1: Rod Boshnick will forward a contractor performance review form to Kevin for reference.**

PAMZ's application to ESRD for use of the PAML trailer and associated funding (\$47,000) was approved for six months. However, there are concerns about its use at the Lancaster site: 1) Residents in the area are sensitive to the esthetics of the trailer, and the PAML is larger than the trailer that is there now. As well, the approval from the City of Red Deer for the site specifies dimensions of the station. 2) The PAML has a different type of PM monitor than what PAMZ is currently using, which would make it impossible to compare future data with that collected to date. 3) The data logger is also different. 4) There would be some down time if the PAML were put in to the site. In light of these issues, Kevin asked ESRD if PAMZ could have the money without taking the trailer and that was agreed. PAMZ will keep the Martha station at Lancaster until March, and ESRD money (less transportation costs) will go towards funding that station. The current development permit for the site expires Dec. 5 and PAMZ will follow up with the City of Red Deer to renew or try to get a new permit for multiple years rather than six months. At some point, it may be possible to move to a permanent station at that site.

Three months have now opened up on the portable schedule, since a) the resident at Didsbury is satisfied and does not feel the need for further monitoring at her property, and b) the resident at Louis Lake changed his mind. As a result, the revised 2013 monitoring schedule for the portables is:

	Martha		McCoy
13-Jan	Ferrier Acres	13-Jan	Red Deer Lancaster Reservoir
13-Feb	Ferrier Acres	13-Feb	Red Deer Lancaster Reservoir
13-Mar	Ferrier Acres	13-Mar	Red Deer Lancaster Reservoir
13-Apr	Everdell	13-Apr	Eagle Hill
13-May	Rocky Mtn House	13-May	Sylvan Lake
13-Jun	Didsbury West	13-Jun	Sylvan Lake
13-Jul	Red Deer Lancaster Reservoir	13-Jul	Crossfield-Carstairs
13-Aug	Red Deer Lancaster Reservoir	13-Aug	Crossfield-Carstairs
13-Sep	Red Deer Lancaster Reservoir	13-Sep	Crossfield-Carstairs
13-Oct	Red Deer Lancaster Reservoir	13-Oct	Eagle Hill
13-Nov	Red Deer Lancaster Reservoir	13-Nov	Rocky Mountain House
13-Dec	Red Deer Lancaster Reservoir	13-Dec	Everdell

***The board approved the changes to the 2013 portables schedule by consensus.***

The TWG decided to retain the ozone passive monitoring program for 2014. It will look at a

couple of scenarios for the AQM program for 2014 depending on further discussions with ESRD about funding for a permanent station at Lancaster (Martha), dropping annual quarterly monitoring at Crossfield and combining the issues-based and geographic-technical based monitoring into one station (McCoy).

The TWG considered two monitoring schedules for 2014 that would include all sites that came forward from the IRG, and these were shared with the board. The TWG will come back to the board in November with a recommended monitoring schedule and associated budget for 2014. It would be desirable to return to Delburne in the future if not in 2014.

Kevin talked to ESRD regarding funding for the airsheds. A provincial airshed committee looks at all funding applications. They had \$1.5 million for spending on projects this year but \$2.1 million in requests. PAMZ's project was approved, but this is probably the last year for this approach as funding will be turned over to the new environmental monitoring agency. PAMZ will need to budget \$6000 in 2014 to conduct a quality assurance review, which is required every three years, along with \$30,000-40,000 for an air quality monitoring plan that fulfills requirements of the new revisions in the Air Monitoring Directive.

### **c) Air Monitoring Program**

Kevin reviewed the results of the air monitoring program, some of which was presented at previous meetings and is not repeated here.

The Martha Kostuch station was at Didsbury West in June where all levels were within historical normals for PAMZ. The resident who requested this monitoring felt that the company had addressed her concerns and she donated her power reimbursement cheque of about \$320 back to PAMZ. Since June, the station has been at the Lancaster site where levels have been within historical normals for Red Deer with the exception of TRS, which is likely H<sub>2</sub>S. Most readings occur early in the morning under calm conditions or light winds. There was one exceedance at 11 ppb on August 18, but no air quality complaints to ESRD. As follow-up from the Everdell location in April when elevated levels of THC and NMHC were noted, AER did FLIR monitoring on August 1 and PAMZ is waiting for a formal report.

### **Action 75.2: The TWG will ask AER to explain how they would determine if a facility is compliant or not when using their FLIR.**

The David McCoy station was at Sylvan Lake East in May and June, where there were several TRS exceedances. It is fairly likely that these are associated with wetlands to the southeast, based on wind data and the lack of sources in the immediate vicinity. The station is now in Crossfield where levels have been within historical normals, except for TRS exceedances in early August. These happened at night and in the early morning with winds > 5km/hour. There were no obvious sources.

No exceedances of air quality objectives or guidelines were observed at Red Deer Riverside since the June meeting. The station was taken out of service for five days in June due to flood threat and a new PM<sub>2.5</sub> analyzer was installed at the end of July. This new system (Sharp) has more resolution; there is a fair correlation so far with the TEOM but bias is not consistent. Any major differences would be expected to show up in the cold winter months. Some H<sub>2</sub>S has been observed but that is not unusual in summer for this site.

There have been no exceedances of air quality guidelines or objectives at the Caroline station since the June meeting and all readings are within historical normals.

Readings from the passive monitors show normal patterns and levels. Three sites ran for June-July as they could not be accessed due to flooding.

**d) Ozone and PM<sub>2.5</sub> Management Plan (OMP)**

Kevin reported that the committee has not met since the June board meeting and there are no new developments. The PM<sub>2.5</sub> Management Plan lead at ESRD has changed and PAMZ does not yet know who the new person will be.

**e) Communications Committee**

Lauren Maris provided a report from the Communications Committee. Phil Boehme has left the committee and been replaced by Sharina Kennedy. Tali Neta of the NRCB has also joined. The committee:

- Made small adjustments to the Martha Kostuch scholarship application process to ensure it's clear that applicants must be graduates of a high school in PAMZ and that applications will be accepted from students who have graduated within the last year.
- Reviewed the approach to the photo contest to ensure good value for the prize money being offered. Other options for getting good photos are being considered, such as hiring a student for a year or engaging a professional. It was suggested that 4-H clubs be contacted, as some may offer photography as part of their program.
- Would like to focus on the "idle free" message for next year and will look at existing programs in schools and municipalities to determine the best way to get the message out.
- Is exploring options for getting the 2012 annual report designed at a good price, as funds were not provided by ESRD this year. Hard copies will not be produced, but can be printed as desired. It should be ready in October or early November.
- Is gathering ideas for the winter issue of the newsletter.
- Is in contact with the Kerry Wood Nature Centre, which is in the early stages of changing its display and is interested in discussing opportunities to include air quality information in the new display.

The recent survey of PAMZ stakeholders yielded a comment about the need for more monitoring. Lauren shared stakeholder comments with the board, including the following:

"Presently PAMZ monitors SO<sub>2</sub>, NO<sub>2</sub>, ozone and particulate. This covers some of the major emissions that are health concerns. While odour may not be a health concern in many cases, it can make life unpleasant for people near an odour source. An example is emissions from idling locomotives in Mirror. The capability of doing spot checks for odour on demand would be a valuable new service for PAMZ. The capability of doing detailed monitoring to identify all the emissions from major facilities would also be a valuable new service. Such emissions include heavy metals from combustion of coal (I am not sure if there is a major source in the PAMZ region.), volatile organic hydro carbons (VOH) and gases such as ethane and methane. At Fort McMurray this type of monitoring had not been done until David Schindler did an independent study a few years ago. Among the things he found was material in the snow around plants. This was not only an air quality concern in the immediate area but also a source of water contamination."

**Action 75.3: The TWG will consider the comments from the stakeholder survey and how to respond.**

Kevin noted that PAMZ participated in SPOG Neighbours Day, but there was some misunderstanding about the vehicle emissions testing clinic and who had responsibility for

what. The week before the event, the PAMZ executive committee decided not to proceed with the clinic as no volunteers were provided by SPOG. In future, a clear understanding of roles and responsibilities is needed.

#### **f) Financial**

Bob Bryant circulated the trial balance and financial statement, noting one correction that will be made by the bookkeeper. The budget is on track for 2013. Invoices were sent to the small member companies (\$1000 +GST), and to municipalities but they are not obliged to join PAMZ and pay. Bob reminded the board that the \$39,000 invoice for PennWest's Wimbourne plant will also not be collected.

***Brian Goliss moved, Rod Boshnick seconded that the bookkeeper be directed to write off \$136,223.58 in remaining unpaid invoices that are not expected to be collected for the 2013 fiscal year. Carried.***

### **3. CASA UPDATE**

Kevin submitted an update on CASA activities most relevant to PAMZ:

- The Board met September 19 in Calgary, next meeting is December 14 in Edmonton.
- CASA and AAC Joint Standing Committee was advised in July that Ernie Hui would like to meet with them again in late fall or early 2014 regarding interaction with the new environmental monitoring agency.
- The Odour Management Team has prioritized three areas of work – complaints, odour assessment, and health. The team is preparing work plans for these three task groups to begin work in the fall.
- A workshop will be held October 22 on non-point source emissions management. The Airsheds Council was asked to send two representatives.
- The secretariat is developing case studies that highlight the CASA process and significant accomplishments by project teams. Draft case studies have been written about the Electricity Project Team and the Flaring and Venting Project Team. A third case study will look at the Particulate Matter and Ozone Project Team.

### **4. AAC UPDATE**

The Alberta Airsheds Council (AAC) met September 23 in Canmore. The website has been revised and will be live shortly. A one-day workshop is being planned for Dec. 4 or 5 in the Edmonton area on airsheds and their role in future air monitoring and management. It will be by invitation only, with 70-75 people from airsheds, government, industry associations, municipal governments, ENGOs and others. Kevin will have details at the November board meeting. Updates from the airsheds are summarized below.

- West Central Airshed Society. Funding has been slow this year, related to old and inaccurate emissions data. The Drayton Valley office will close at the end of September.
- Palliser. Has decided not to pursue operation of the Lethbridge air monitoring station and will not implement any expansion plans at this time.
- Fort Air Partnership. Finalized a 5-year monitoring plan and will submit to ESRD for approval, although it does not fulfill all the requirements of the new AMD. Received funding from ESRD to align the FAP plan with the new AMD requirements for a monitoring plan and to develop some communications materials/hold facilitated information sessions. Are relocating the Shell Scotford monitoring station because it is on an Enbridge right of way for the Woodland Pipeline Extension project. Developed a new funding formula for 2014 which has been approved in principle by the board, but

approval by ESRD is uncertain.

- Alberta Capital Airshed. Completed the first regional monitoring plan for the Edmonton area and drafted a new QAP for the 2 ESRD stations that are meant to be managed by ACA. Working on establishing new stations (St. Albert, Sherwood Park), and funding formula. City of Leduc has joined as a new member. Participating on ESRD-led Capital Region Oversight Advisory Committee (from the Capital Air Quality Management Framework) on a management plan for PM<sub>2.5</sub>.
- Peace Airshed Zone Association. New executive director (Darren Morissette) and new program manager (Patrick Andersen). Education Committee will reconvene this fall to begin looking at strategies to reach out to community. RFPs will be issued for Network contracts (June 2014) as per PAZA policy (every 5 years).
- Lakeland Industry and Community Association. Many meeting with Joint Oil Sands Monitoring committee to review monitoring programs, prioritize activities, develop work plans, draft transition budgets, and discuss engagement strategies. Some gaps remained in the surface water sampling regime in 2013 (3rd party sampling programs); LICA commissioned a 12-lake sampling program to support its efforts to assess potential acidification effects. Bringing certain elements of the data management system in-house. Historical technical monthly reports are now available online. Landowner handbook officially launched at the annual general meeting.
- Wood Buffalo Environmental Association did not attend.
- Calgary Regional Airshed Zone – information presented to PAMZ at this board meeting

## 5. OTHER BUSINESS AND NEXT MEETING

### a) Risks and consequences analysis for changes being proposed to air monitoring program

The TWG reviewed this document, prepared by Kevin Warren and Aaron Rognvaldson. It does not include or address the probability of the risk occurring. Kevin walked the board through the tables, which are shown below, presenting it as information only.

<b>Issue</b>	<b>Remove one Portable Station from the AQM Program</b>	
<b>Risk</b>	<b>Consequence</b>	<b>Recommendation</b>
AESRD might not approve removing one station from the AQM program	Cannot reduce our cost of the AQMP, potential for members to withdraw from the program	Precedent has been set for approval of AQM program modification of this nature by other airsheds. Apply to remove one trailer from the program
Reducing to one portable station will reduce the amount of monitoring PAMZ can complete in the zone	Could affect our credibility with stakeholders and future membership	Request to have ESRD fund the placement of the trailer at the Lancaster site. Modify our portable monitoring program to include issues response and long-term trending in the zone with one portable trailer unit. Keep schedule somewhat flexible in case emerging issues require immediate attention.
	Long term trending of air quality at certain sites will not be continued as frequently	
	Could limit our ability to respond to emerging issues	
By reducing our continuous monitoring would we have to	Passives cannot be used for incident monitoring only trends – as they provide less	Do not add more passives to make up for less continuous monitoring

<b>Issue</b>	<b>Remove one Portable Station from the AQM Program</b>	
<b>Risk</b>	<b>Consequence</b>	<b>Recommendation</b>
depend more on passive monitoring – would we need to expand the passive program?	data. Adding more passives would increase costs.	
Changing the program might reduce memberships confidence in PAMZ	Current members may opt out of PAMZ and start their own programs because PAMZ is becoming “less effective” with reduced ability for issues monitoring	Communicate to membership this funding issue and need for program changes. Instill confidence that the program will not suffer but may be improved with added monitoring in the highest populated area (Red Deer)

<b>Issue</b>	<b>Discontinue Passive Ozone Monitoring</b>	
<b>Risk</b>	<b>Consequence</b>	<b>Recommendation</b>
Ozone has an increasing trend in the zone, discontinuing passive monitoring would make it impossible to continue trending.	Loss of future data, OMP credibility, regulatory implications	The monetary savings does not outweigh the implications to our OMP and monitoring program – do not discontinue ozone passive monitoring right now.
ESRD may not approve discontinuing the passive ozone monitoring	Would have to keep the program running therefore no cost savings potential.	

<b>Discussion of Options (TWG)</b>	
<b>Proposed Option</b>	<b>Conclusion</b>
If we remove one of the portable monitoring stations from the program we could ask ESRD for funding to place it in Red Deer at the potential Lancaster site?	Yes, then we would still have 4 continuous monitoring stations in the zone. Cost savings would be realized for membership since ESRD would fund the trailer at Lancaster. Two stations in Red deer consistent with ESRD direction and consistent with CASA Air Monitoring Strategic Plan
We could rent out one of the portable monitoring stations to other airsheds or companies that require it?	Rental market is a viable option- some logistics would have to be sorted out and our program Amended. This would create income for PAMZ to help offset the cost of our program. Might not be rented out all the time so income may vary.
Can we change the funding formula so less funding is derived from SO <sub>2</sub> emissions and more from other parameters or sources?	Wait until the EMC make a decision and releases information on future funding changes.
Could we monitor for less time at continuous and passive sites to reduce costs?	With the way our program and equipment is configured this is not feasible right now, it would likely increase costs. We do not want to become a mobile monitoring system.

The board briefly discussed the analysis, noting that the probability of the risk is subjective and difficult to add. The board is trying to make a decision and include risk without

necessarily quantifying it. Kevin noted that going through this process did help the TWG to clarify its thinking.

The next PAMZ board meeting will be November 27 in Red Deer at the G.H. Dawe Centre.

The board meeting adjourned at 5:45 pm.

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**Presentation on Calgary Region Airshed Zone by Jill Bloor**

Jill Bloor, executive director of CRAZ, provided an overview of the work being done by the airshed zone. A copy of the presentation is attached to these minutes.