



PAMZ | Parkland Airshed Management Zone

Minutes: Board of Directors Meeting
Date: January 19, 2011
Location: G.H. Dawe Centre Boardroom, Red Deer

In attendance

Board Members and Alternates:

Jim Ainslie, Public
Andrea Brack, Government
Bob Bryant, Government
Buck Buchanan, Government
Bonnie Denhaan, Public
Brian Goliss, Industry
Amber Hines, Government
Ryan Hornett, Industry
Cliff Knutsen, Government
Andy Lamb, Government
Jennifer Lutz, Government
Dan Richen, Government
Al Simcoe, Industry
Leonard Standing on the Road, Government
Wayne Ungstad, Public
Reg Watson, Public
Kevin Warren, Executive Director

PAMZ Committee Members

Aaron Rognvaldson, TWG

Meeting Support:

Kim Sanderson

Absent with Regrets

Rod Boshnick, Industry
Dale Christian, Public
Simon Cobban, Industry
Ken Dahl, Government
Cody Dziadek, Industry
Bill Knight, Public
Alasdair Mackinnon, Government
Jenny Marshall, Industry
Kim Ng, Public
Robert Orr, Government
Brian Vanderzwan, Industry
Ron Wagener, Government

ACTION ITEM SUMMARY

Item	Who	Deadline
63.1: Kevin will send a letter to Mayor Jim Wood, County of Red Deer, listing the activities PAMZ is involved in and offering to make a presentation to Council.	Kevin Warren	Jan. 31
63.2: Kevin will email the OMP spreadsheet to the board.	Kevin Warren	Jan. 31
63.3: Dan Richen and AHS will designate a representative to join the IRG.	Dan Richen	Feb. 15
63.4: Kevin will email the weblink for the Pathways to Sustainability conference to the board.	Kevin Warren	Jan. 31
63.5: Kevin will investigate having a speaker on the national AQMS for the September board meeting.	Kevin Warren	March 30

Al Simcoe convened the meeting at 3:00 pm. Those present introduced themselves.

Al advised that the Executive recently met with Kevin for his performance review, and is pleased to announce that Kevin will continue as PAMZ executive director for another year. Kevin was acknowledged by the board for his service to PAMZ.

1. ADMINISTRATIVE ITEMS

1.1 Approve Agenda

The agenda was approved with two additions:

- Under membership, follow-up with the County of Red Deer.
- Under the IRG report, consideration of assigning the Martha station to a specific new site.

1.2 Minutes of November 24, 2010 Meeting

The minutes of the November 24, 2010 meeting were approved by consensus as circulated.

1.3 Report on Action Items

Item	Status
62.1: The IRG will revise its charter and provide further clarification at the next board meeting.	Done.
62.2: Rod will add a question about the nature of the contribution to the survey.	Done. See agenda item 5a.
62.3: Kevin will re-send the survey to those who haven't responded, stressing the importance of their participation.	Done. See agenda item 5a.
62.4: Kevin will forward the initial draft of the survey report to the executive.	Done.
62.5: Kevin will arrange meeting logistics for January and will follow up with either WBEA or Myles Kitagawa for a presentation.	Myles will be tonight's presenter and the WBEA is booked for the March meeting.

1.4 Memberships

Kevin advised that Lloyd Cumming has resigned from the PAMZ board due to health issues. Lloyd has been involved with PAMZ since before the airshed was formally established. This opens a spot on the board for a public member. The board will formally recognize Lloyd at the June meeting for his contributions over the years.

Invoices totaling about \$562,000 were sent December 3rd to 18 large member companies; payments have been received from seven companies for just under \$130,000. On December 27th, invoices were sent to 71 small member companies and three have paid so far. Three others have written back saying they need to do more work to determine the status of particular properties before they can pay. Municipal invoices will be sent this week, amounting to about \$92,500. The 2011 budget assumes about \$50,000 of the municipal levies will come in.

Kevin made presentations to Rocky Mountain House and, with AI, to Clearwater County. Both were well received. A presentation to Mountain View County is scheduled for Feb. 23.

Jim Ainslie advised that the County of Red Deer is open to joining PAMZ again. A letter should be sent to Mayor Jim Wood describing the things PAMZ does and offering to make a presentation if desired.

Action 63.1: Kevin will send a letter to Mayor Jim Wood, County of Red Deer, listing the activities PAMZ is involved in and offering to make a presentation to Council.

2. COMMITTEE REPORTS

a) Technical Working Group (TWG)

Aaron Rognvaldson reported that the TWG met January 14. The membership contribution survey results suggest that committees will need to become more action-oriented in order to achieve all the objectives in the five-year strategic plan. Changes to the charter for the TWG were discussed with the goal of having a draft for the next TWG meeting. To make its meetings more focused on working on objectives, the TWG will distribute the monitoring program results prior to the meetings so only questions will be considered at the meetings. The new capital equipment in the 2011 budget has been ordered, along with new signs for the Red Deer and Caroline stations and decals for the Martha and McCoy stations. Permanent commemorative cedar plaques will also be installed on the Martha and McCoy stations.

b) Air Monitoring Program

Kevin and Aaron reviewed the air monitoring program. The Caroline plant is still down. It was running briefly just before Christmas and, accordingly, levels of most compounds are at or near background levels. The TWG is considering a review of the air quality data observed during the period while the plant is down compared to the period from the start of the PAMZ monitoring program.

Numerous elevated NO_x and THC readings were noted at the Red Deer site in November and early December due to construction activity in the surrounding area. There were two 24-hr PM_{2.5} exceedences (Dec. 8 and 9) primarily due to the heavy fog conditions seen throughout central and southern Alberta on those dates, which enabled the PM_{2.5} accumulations.

Kevin reviewed the planned monitoring locations for the portables for 2011, noting that this schedule may be revised through the year if proposed by the IRG and agreed to by the board. The Carlos site is new for 2011, located near the Bonavista Willesden Green and Imperial Wilson Creek plants; the area is sparsely populated.

The Martha station was at James River from Nov. 3 to Dec. 8. There was a one-hour PM_{2.5} exceedance (85 µg/m³) during the station's removal on Dec. 8, likely due to nearby garbage burning. The station was at Mirror from Dec. 8 to Jan. 6. Three cameras have been installed at the railyards to better monitor and manage activities on site. For most of the monitoring period, winds from the direction of the railyard (west) were sporadic. Westerly winds from Jan. 1-5 recorded a lot of NO_x, but THC and PM_{2.5} were at or close to background levels. With westerly winds on Jan. 2-3, 3-4, and 4-5, Kevin initiated sampling for PAH and VOC. The site volunteer recorded notes using the checklist provided. The second background sample and the other three samples will all be analyzed. The station was installed at the Carlos site Jan. 26 and will be there to Feb. 3. This is an area not previously monitored by PAMZ and has no pressing air quality issues. It was selected by the IRG but was bumped in 2009 and 2010 to accommodate other sites. The Innisfail site is not yet finalized, but should be determined in February or March.

The McCoy station is at Crossfield-Carstairs until April 7, for a total of six months. There were two 24-hr PM_{2.5} exceedences (Dec. 9 and 10), primarily due to the heavy fog conditions seen throughout central and southern Alberta on those dates. All other

monitored parameters have been within historical normals. After this monitoring period, PAMZ will have ten years of monitoring data for this site, and may want to commission a third party to review the results. PAMZ could then decide if this site should remain in the permanent McCoy rotation schedule.

The October passive results showed high values at Limestone and Caroline sites (1.6 and 0.7 ppb vs. rest of network at 0.4 ppb or less). These high levels are probably associated with flaring to depressurize the Limestone and Caroline gas fields during the last days of the October exposure period (Oct. 26-31). All other locations and parameters for October and November 2010 are within historical normals.

The ERCB brought its mobile unit with the FLIR camera out to the James River site in November to look for fugitive hydrocarbon emissions. Elevated hydrocarbon levels were previously seen with low wind. Initial results did not reveal anything of significance, but the ERCB will present a formal report at the next TWG meeting.

AENV has decided Alberta will shift to reporting the national Air Quality Health Index (AQHI), with some modifications for the province. In addition to the standard parameters, Alberta will also account for visibility and odours, which are considered nuisances rather than health-related issues. This will be done through incorporation of the single pollution index for sulphur gases and PM_{2.5} into the AQHI. The AQHI will be rolled out in June in the more populated areas and then throughout Alberta by fall. The AQHI also has predictive capability. PAMZ will be using it in future air quality assessments and will add a link to it on the website.

c) Ozone Management Plan (OMP)

Kevin reported that the Ozone Management Committee has been reactivated with some new members and a new chair, Mohammad Shoaib from AENV. The committee met on Jan. 14 for the first time in about 18 months. The OMP is now moving into the medium-term (3-5 year) timeframe, which will rely more on partnerships, especially AENV, than was the case in the first two years. The objectives and actions are identified and deliverables are being developed. There will be less work for PAMZ over the medium term so less funding will be needed. Kevin reviewed the medium-term actions on which PAMZ will take the lead; some of these are already underway.

Action 63.2: Kevin will email the OMP spreadsheet to the board.

The short-term objectives are nearly done and this work will culminate in an Ozone Prevention Workshop March 9 in Red Deer at the Holiday Inn. Kevin summarized the workshop plans, noting that each attendee will receive a tools package to encourage participants to take action. About 100 people are expected, from a wide variety of organizations and agencies. The expectation is that this workshop will create enough material to form the basis for other workshops later in the year (e.g., April in Rimbey).

d) Issues Response Group (IRG)

Kevin reported that the IRG met Jan. 13 by videoconference. They focused on finalizing the charter in response to the November 24th board recommendations. The IRG is now gathering information about how various organizations handle complaints and follow up on them. The next meeting is Feb. 15.

Dan Richen brought to the board's attention a recent odour complaint received by Alberta Health Services (AHS) in the PAMZ region. The ERCB responded twice and the second time found that benzene was present on the property. The source was identified and dealt with. However, the individual has had symptoms for awhile, some of which may be linked to benzene. Medical advice has been provided to the person, but there was interest in whether PAMZ might be able to monitor in the area to help address this longstanding complaint.

The IRG is looking at how to ensure PAMZ can address issues within 90 days and guidelines are being discussed for the portable stations. It was noted that PAMZ does not have capacity to detect benzene specifically. **The board agreed to ask the IRG to look into this issue, with participation by AHS, and bring a recommendation back to the board.**

Action 63.3: Dan Richen and AHS will designate a representative to join the IRG.

e) Communications Committee

Kevin advised that the Communications Committee met last week; Monica and Sue are focused on the OMP and preparing for the workshop. The winter newsletter will be out in February and activities are being planned for Clean Air Day in June, including the second Action HERO award. The photo contest deadline is approaching. Major changes have been made to the PAMZ website to give a higher priority to ozone. The plan is to also have all the ozone workshop documents on line so people can download at their convenience. The data page has also been improved; the most activity on the site is related to data hits for the Red Deer station. Once the AQHI reporting is in place, a link will be added to the PAMZ home page so people can see the AQHI in real time; at present, it is not made clear that the AQHI data have not been QA/QC'd.

f) Financial

Bob Bryant distributed copies of the current financial statements, noting that the AAC account has been transferred to the LICA airshed to manage. Kevin reviewed PAMZ's financial performance against the budget using records up to Dec. 14, 2010, and explained the revenue and expense items that were over or under for 2010. PAMZ is in good financial shape going into 2011. The January 18 account balances were \$220,709 in savings account and \$70,296 in chequing. As reported earlier, membership remittance cheques totaling approximately \$130,000 will be deposited shortly.

The board was also asked to consider issuing a request for proposals for the 2010 audit, even though the board appointed an auditor at the last AGM. Concerns have arisen about costs and services and the executive thought it was in PAMZ's best interest to explore other options. **Reg Watson moved, seconded by Brian Goliss, that PAMZ issue a request for proposals for conducting the 2010 PAMZ audit; carried.**

3. REPORT ON CASA ACTIVITIES

Linda Jabs was unable to attend and provided a summary report containing the following points.

- The next CASA Board meeting is March 10th in Calgary.
- The CASA and AAC Joint Standing Committee's first meeting is Feb. 2 to determine the scope of their work, among other things.

- The Operations Steering Committee met in September and agreed to allocate funds to update the CASA Data Warehouse (CDW) server and implement a system that will make it easier to use the CDW. They will have a visioning workshop, probably in late spring or early fall to examine the CDW and what needs to be done to make it relevant to users. No steps will be taken toward transitioning into the Multi-Stakeholder Implementation Committee envisioned by the AMSP until the results of the Integrated Monitoring, Evaluation and Reporting Framework (IMERF) and the Cumulative Effects Management System (CEMS) are known.
- Terms of reference for the Confined Feeding Operations Implementation Review Team have been approved, and the team will have two-day workshop in February to hear updates from agencies on their progress in implementing the 2008 CASA CFO recommendations.
- Strategic Foresight Committee is examining how the reality of and concern for air quality in Alberta might evolve over the next 30 years, and what the implications might be for CASA during the next 5-10 years.
- The Electricity Framework Review continues to discuss and develop options for a management system, and industry is working on an alternate proposal to what has been put forward by other parties.
- Flaring & Venting team's major recommendations were accepted by the board in December, but whether the team disbands is still under discussion.
- The Human & Animal Health Implementation Team is in abeyance, but this is reviewed every six months based on the Syndromic Surveillance Network (SSN) pilot project information update by Alberta Health and Wellness, and the emergence of any other issue that should be discussed by the team.
- The Particulate Matter & Ozone team heard an update on the national Comprehensive Air Management System (CAMS) in November. A full review of the PM and Ozone Management Framework is expected sometime after 2011. Prior to that review, the team will prepare a broad-based "lessons learned" document on all aspects of the Framework and Guidance documents. They will also compare PM_{2.5} and ozone assessments with the proposed numerical range for PM_{2.5} and ozone under the CAMS and do further research and analysis to identify any gaps between the PM and Ozone Framework and the CAMS. The new Canadian Ambient Air Quality Standards (CAAQS) will be more stringent than the CWS, so calculations will be needed to determine their impact on the Alberta Framework and if changes are needed to triggers, etc.
- All CASA Performance Measures are being calculated for 2010. The committee will recommend to the board that performance measure 1(a) – Improved air quality indicators in areas of CASA action – be removed from the list of reporting requirements as it does not directly relate to CASA and it duplicates AENV State of the Environment reporting. Results of the Stakeholder Satisfaction survey conducted last fall will be incorporated into the draft Performance Measures report.
- Having fulfilled its terms of reference, the Vehicle Emissions team was disbanded, but the board recognizes further work is needed in this area. The team is developing a Statement of Opportunity for a Vehicle Emission Reduction Framework. This document will be considered in the context of the draft Clean Air Strategy and the alignment of the two pieces will be examined.

4. ALBERTA AIRSHEDS COUNCIL (AAC) UPDATE

The AAC's December 1 meeting included a strategic communication session. The focus was on ensuring consistent messaging from everyone who speaks about the AAC and

establishing common themes. Messages will be developed that are appropriate to different groups (e.g., AENV, industry), and there will be different messages for internal and external audiences. Depending on the issue, some things are specific to airsheds and some things are relevant to the entire AAC.

A workshop will be held Feb. 23-24 in the Edmonton area, with AAC members and one or two representatives from each airshed. Items expected to be discussed include:

- What things do we have in common?
- What are the things we don't have in common that we should recognize (and why we have these different perspectives)?
- Are there common interests of sustainability, mandate, engagement in provincial processes?
- Suggestion of morning work to explore the divergent interests and find the common ground.
- Sustainability discussions could occur at the end of the workshop
- Visioning for the future – what should or could airsheds look like in the future (use this as a closing exercise)

The next AAC meeting will be March 2-3 in Red Deer, hosted by PAMZ. It will include a tour of the NOVA Joffre and Keyera Nevis facilities on the first day.

5. OTHER BUSINESS

a) PAMZ Organizational Review – Member Contribution Survey

Kevin reported that the committee reviewed the survey results at its Dec. 15 meeting. Another question was added, as directed by the board at the November meeting, and the survey was resent. This got an additional seven responses, which increased the participation rate to 40%. The conclusion was that PAMZ is unlikely to get much more participation than it has now. Kevin did further analysis on the in-kind hours and the total was 1774 hours, split as follows: 47% from industry, 33% from government, and 20% from public/NGO. The executive agrees with the initial assumptions the board made that PAMZ should be able to fulfill all the objectives in five years with the existing committees, but they will have to become more like working committees. It was noted that PAMZ may be able to reduce travel time through videoconferences, but this could increase costs if there are charges for that service.

b) Red Deer River Watershed Alliance Update

As reported at the last board meeting, the RDRWA is holding a series of community workshops on watershed issues in January: Jan. 25 in Sundre, Jan. 26 in Red Deer, and Jan. 27 in Oyen.

Of related interest, the "Pathways to Sustainability" conference is being held Feb. 23-25 at Red Deer College. The theme is "Food, Fuel and Finance – Pathways to Local Resilient Economies." The website is www.pathways2sustainability.ca. Kevin reminded the board that PAMZ has funds to support public and NGO members to attend conferences on behalf of PAMZ. Members should send their request to Kevin and the executive will review it. The member must pay the costs up-front and these will be reimbursed with submission of receipts.

Action 63.4: Kevin will email the weblink for the Pathways to Sustainability conference to the board.

6. DATES, LOCATIONS AND PRESENTATIONS AT FUTURE BOARD MEETINGS

The next board meeting is March 30 in Red Deer, with a presentation by Wood Buffalo Environmental Association. A good topic for September would be the National Air Quality Management System (AQMS).

Action 63.5: Kevin will investigate having a speaker on the National AQMS for the September board meeting.

The board meeting adjourned at 5:40 pm.

The board heard a presentation by Myles Kitagawa with the Toxics Watch Society on "Environmental Non-Government Organizations: A Diversity of Approaches." Myles provided an overview of the ENGOs in Alberta, including numbers and areas of activity. He described some of the major ideas that motivate ENGOs to work on the topics and in the manner that they do. He concluded by looking at aspects of the Transition Town movement and the growing interest in and merits of "living locally."