



PAMZ | Parkland Airshed
Management Zone

Minutes: Board of Directors Meeting
Date: November 24, 2010
Location: G.H. Dawe Centre Boardroom, Red Deer

In attendance

Board Members and Alternates:

Jim Ainslie, Public
Rod Boshnick, Industry
Bob Bryant, Government
Dale Christian, Public
Brian Goliss, Industry
Andrea Hiba Brack, Government
Amber Hines, Government
Ryan Hornett, Industry
Andy Lamb, Government
Kim Ng, Public
Dan Richen, Government
Cody Dziadek, Industry
Reg Watson, Public
Kevin Warren, Executive Director

PAMZ Committee Members

Aaron Rognvaldson, TWG
Monica Rosevear, Communications

Guest

Linda Jabs, CASA

Meeting Support:

Kim Sanderson

Absent with Regrets

Lloyd Cumming, Public
Simon Cobban, Industry
Ken Dahl, Government
Bonnie Denhaan, Public
Bill Knight, Public
Cliff Knutsen, Government
Jennifer Lutz, Government
Alasdair Mackinnon, Government
Jenny Marshall, Industry
Robert Orr, Government
Al Simcoe, Industry
Leonard Standing on the Road, Government
Wayne Ungstad, Public
Brian Vanderzwan, Industry
Ron Wagener, Government

ACTION ITEM SUMMARY

Item	Who	Deadline
62.1: The IRG will revise its charter and provide further clarification at the next board meeting.	IRG	Jan. 19
62.2: Rod will add a question about the nature of the contribution to the survey.	Rod Boshnick	Dec. 1
62.3: Kevin will re-send the survey to those who haven't responded, stressing the importance of their participation.	Kevin Warren	Dec. 3
62.4: Kevin will forward the initial draft of the survey report to the executive.	Kevin Warren	Dec. 1
62.5: Kevin will arrange meeting logistics for January and will follow up with either WBEA or Myles Kitagawa for a presentation.	Kevin Warren	Dec. 15

Andy Lamb convened the meeting at 3:05 pm as PAMZ chair Al Simcoe was unable to attend. Those present introduced themselves.

1. ADMINISTRATIVE ITEMS

1.1 Approve Agenda

The agenda was approved as circulated.

1.2 Minutes of September 22, 2010 Meeting

The minutes of the September 22, 2010 meeting were approved by consensus as circulated.

1.3 Report on Action Items

Item	Status
61.1: Kevin will investigate options for future meeting locations and report back to the executive, where a decision will be made for the November meeting.	Kevin explored other options and advised the executive. It was decided to continue to use the Dawe Centre but if other options are identified, they will be considered.
61.2: Kevin will contact WBEA to see if they could provide a speaker for the November 24 PAMZ board meeting, and will advise the executive.	WBEA agreed to provide a speaker, but a scheduling conflict arose. Kevin then approached Myles Kitagawa to do the same presentation on NGOs that was well-received at the Synergy conference. However, Myles had to cancel due to illness. Both topics will remain on the list as future possibilities.

1.4 Memberships

PAMZ representatives have changed in light of the recent municipal elections. The new representative for Mountain View County is Councillor Robert Orr, with Amber Hines as his alternate. The new director for the Town of Bentley is Cliff Knutsen, and the alternate is Sandra Smith.

2. COMMITTEE REPORTS

a) Technical Working Group (TWG)

Aaron Rognvaldson reported that the TWG met November 19 in Red Deer, using an ERCB video conference link with Kevin and other committee members in Calgary and two members in St. Albert. This was a successful approach and will be used for future meetings.

An audit of the Quality Assurance (QA) plan for the air monitoring system must be completed every three years; April 2011 is the next deadline. PAMZ received an unsolicited quote to do the audit from Calvin Consulting, a company that does QA plans for air monitoring; the quote was \$9000. The TWG agreed by consensus to accept this quote as it is a reasonable price.

As reported at the September meeting, AENV audited PAMZ stations in September with the best results in the history of PAMZ. PAMZ challenged the failure related to one of the PM_{2.5} analyzers on the basis of incorrect manufacturers' specifications, which AENV accepted. PAMZ sent a letter reviewing all the issues that had been addressed, and AENV accepted the letter and responded with a letter closing the audit.

The current operations and maintenance contract with Focus for the air monitoring program ends December 31st. The TWG asked Focus to provide prices for the next year;

these reflected a slight increase but less than the rate of inflation. The TWG agreed Focus's performance has been good and decided to extend the Focus contract for another year.

Kevin reviewed the sites where the two portable stations have been located in 2010. When monitoring at the Crossfield-Carstairs site is completed after the first quarter of 2011, the TWG will consider whether to continue the one-quarter-per-year monitoring at Crossfield-Carstairs, which has been part of the PAMZ monitoring program since 2000.

The highest levels of SO₂ since the PAMZ program began were seen at the Delburne site in September. High SO₂ levels were also seen at the Caroline site in October after the Caroline Gas Plant went down on the night of October 25. There were frequent SO₂ readings over the following days due to subsequent flaring to depressurize the production facilities that feed the plant. None of the levels observed at Delburne or Caroline exceeded the Alberta Ambient Air Quality Objectives (AAAQO). The Caroline plant is still down. PAMZ's monitoring at Delburne helped the ERCB determine that the source of the SO₂ observed at the site was flaring from a nearby oil and gas battery. The Board is working with the company who owns the battery to rectify things. PAMZ may be asked by the ERCB to do some follow-up monitoring in 2011.

The Martha station is currently at the James River site, where there was an exceedance of the PM_{2.5} hourly guideline on Nov. 11; this was almost certainly due to wood smoke from the resident's home. The ERCB will survey the area in the vicinity of the site with their mobile FLIR camera during the first week of December in the early mornings to see if they can determine which facilities might be contributing fugitive hydrocarbon emissions observed at the site. There are a number of oil and gas production facilities in the region that are possible sources.

The Martha station will move to Mirror in early December to monitor diesel locomotive emissions. Readings are expected to be significantly higher than those seen in May and early June. PAMZ will monitor the regular suite of compounds and will do some specialized sampling for volatile organic compounds (VOCs) and polycyclic aromatic hydrocarbons (PAHs). More samples will be taken this time and a protocol has been developed for the resident who lives nearby to report observations using a checklist. Kevin was contacted by the local MP for an update, and Kevin advised that when the sampling is done and the data have been reviewed and analyzed, he will arrange a meeting to discuss the results.

Since the last meeting, the passive sampling network has shown patterns consistent with those previously observed. At its November meeting, the TWG discussed the merits of reducing the number of sites or extending the time for the samplers in each location as a way to reduce program costs while preserving the program's integrity. At present, there are 34 fixed sites and one portable site. The samplers are changed out every 30 days. Interpretation of the results focuses mostly on annual averages, not monthly averages. With the normally low levels observed for NO₂ and SO₂, it should be possible to leave the samplers out for two to three months without saturating them. It was recognized that other factors could have a confounding influence, such as a lot of dust in the air; as well, high numbers are seen sometimes for ozone. It was decided that for 2011, a six-month trial program will run at two fixed sites that also have continuous monitors so data can be compared. A decision will be made in August or September as to whether the average from the two-month samples is the same as two one-month

samples. If so, PAMZ will apply to AENV to make this change in the passive program. This could potentially reduce the costs of the passive monitoring program by \$60,000 (50%). The budget will remain the same for 2011, but this change could come into effect for 2012.

NOVA Chemicals offered to donate their surplus mobile air monitoring truck to PAMZ. While the unit is in excellent condition and has a lot of support equipment (air conditioner, pumps, etc.), it does not have any air monitors. The TWG thanked NOVA for the generous offer, but decided that PAMZ doesn't need this type of unit now for a number of reasons. The unit's mobile ability would not be utilized, PAMZ does not have new analyzers to install (only a few retired ones with significantly higher operating costs), and operating the station would significantly increase the monitoring program's operating costs at a time when PAMZ is looking at ways to reduce those costs.

b) Ozone Management

Kevin reported that PAMZ did not get the funds requested from AENV to sample for VOCs at Trochu, Red Deer and Caroline. Work is now starting on the short-term actions that PAMZ did get funding for in the 2010 GOA fiscal year. One of these actions is adapting the Fort Air Partnership education website for PAMZ use. There have been some issues getting the web files, but Kevin is working with FAP staff on this. Sue Arrison was hired to continue work on the public outreach and education component of the Ozone Management Plan (OMP). There will be a workshop on March 9 at the Holiday Inn in Red Deer to share information and tools with stakeholders with the intent that they will begin to implement the OMP in their communities and with their organizations. Local industries, chambers of commerce, municipalities and others will be invited to share what they are currently doing and to learn about the tools.

PAMZ is going to request funds for the next stage of the OMP's implementation in the last quarter of the 2010 GOA fiscal year (Jan-Mar 2011) so that work can be undertaken through the year rather than having to focus on the six months between September and March when funding agreements have typically been finalized. The OMP committee now has a new chair and will be meeting in January to craft specific deliverables and develop the funding request for the 2011 GOA fiscal year to implement the medium-term objectives.

c) Issues Response Group (IRG)

The IRG has traditionally met twice a year, once early in the year to plan the public meeting and then after the public meeting to develop proposed locations for the portable stations. PAMZ's business planning work included an objective to have a process that enabled PAMZ to respond to issues within 90 days. This objective was given to the IRG, which has drafted a charter and will now meet more frequently. The intent is to have a process ready for the June PAMZ board meeting. As the committee's chair was unable to attend the meeting, Kevin reviewed the charter with the board and noted the suggestions made by board members.

The Board approved the charter in principle.

Action 62.1: The IRG will revise its charter and provide further clarification at the next board meeting.

d) Communications Committee

Monica Rosevear provided an update on the Communications Committee activities. A new display is now in place, the third newsletter of 2010 was recently produced, and the annual report is much improved. As noted at the last meeting, the second Martha Kostuch scholarship was awarded. The Committee continues efforts to spread the word about this scholarship to schools and teachers. A photo contest is now underway with cash prizes. Board members are not allowed to enter but should encourage their friends and family to do so before the March 1 deadline. There is also a youth category and the committee is encouraging youth groups and clubs to submit entries. Since January, the website has had 2200 visits, including some from a number of other countries. Clean Air Day was a very successful event for PAMZ in June.

It was suggested that PAMZ consider developing a coloring book for kids, perhaps with some dialogue that would involve parents. PAMZ may also want to consider offering books as prizes for contests or other events.

e) Financial

Bob Bryant presented the current PAMZ balance sheet and distributed copies.

Kevin reviewed the 2010 budget with reference to the spreadsheet previously distributed. He noted the variances to date and which components were under or over budget. With the reduction in operating expenses and the \$60,000 capital reserve fund, PAMZ should have a year end surplus of about \$58,000. Kevin carried \$50,000 of this to the 2011 budget. Kevin presented the proposed 2011 budget, describing each of the expenses and the proposed changes. PAMZ is hopeful that more municipalities will join PAMZ in 2011, thus increasing membership revenue. The human health reserve funds will be utilized as revenue to cover operating expenses in the 2011 budget. Kevin advised that emissions are falling at a number of PAMZ facilities, thus reducing the financial contributions of those facilities – a reduction that must be made up by other members; this is part of the reason PAMZ is looking at ways to reduce costs. AENV is working on mechanisms to cover monitoring costs for airsheds, but this likely won't be ready until later in 2011. Thus PAMZ needs to work with the existing funding formula for at least one more year. AENV has also commissioned a study looking at how to fund management activities of airsheds and WPACs. PAMZ's position is that it is willing to get involved in management frameworks as long as there is associated funding.

The Board approved the proposed budget for 2011 by consensus.

3. REPORT ON CASA ACTIVITIES

Linda Jabs thanked the board for inviting her to the meeting; Norm MacLeod, the new CASA executive director is looking forward to meeting all the airshed zones in the coming months. Linda presented a summary of CASA activities.

- CASA is reviewing a number of aspects of the organization.
- The next CASA board meeting is December 2nd in Edmonton.
- The Flaring and Venting Project Team will present its final report to the board at the December meeting.

- The Vehicle Emissions Team presented its final report in September. When the new Clean Air Strategy (CAS) is completed, a new Statement of Opportunity will likely come to the board for a vehicle emissions reduction framework. The CAS is expected to be ready by fall 2011. Public consultations are planned for early 2011, and then the Strategy will start its passage through Cabinet.
- This is the year that CASA does a full report on all performance measures; a CASA stakeholder satisfaction survey, including a component on airsheds, will be part of this report, expected to go to the board in March.
- The new CASA-Alberta Airsheds Council (AAC) joint standing committee has been formed, with three CASA board members (and three alternates) from each of the three stakeholder groups, and three AAC members, one of whom is Kevin. The committee plans to have its first meeting in January.
- The Operations Steering Committee (OSC) is holding a visioning workshop in the spring to discuss next steps including the anticipated transition to the Multi-stakeholder Implementation Committee, as described in the Ambient Monitoring Strategic Plan. This transition likely won't occur until the Integrated Monitoring, Evaluation and Reporting Framework (IMERF) and the Cumulative Effects Management System (CEMS) have been rolled out. AENV thinks the OSC can undertake some of the tasks planned for the MIC in the interim. There could be a role for the OSC related to AENV's implementation of the Air Quality Index Plus.
- The PM and Ozone team has been waiting to see the outcome of the national Comprehensive Air Management System (CAMS). The framework has been accepted by the Canadian Council of Ministers of Environment (CCME) and they meet next week to start calculating the numbers for the new Canadian Ambient Air Quality Standards (CAAQS). The timelines are very aggressive; they hope to have numbers by June 2011 with implementation to start by 2013. The CAAQS will replace the Canada Wide Standards (CWS) in the longer term and are expected to be more aggressive than the CWS. The CASA PM and Ozone Management framework will have to adjust as well, but the "backing out" process will be continued. The team decided not to do a full framework review until the CAMS direction was clearer. It is expected that a "lessons learned" piece will be prepared to provide input to the federal-provincial stakeholder engagement process. CASA will be involved with this process in Alberta. The team is also reviewing past and current PM_{2.5} and Ozone assessments to look at the numerical ranges. Health Canada will be invited to do a presentation to the team on how the CAAQS were derived. PAMZ is in a good position to provide input, based on its experience with the acidifying emissions framework as well as the PM and Ozone framework.
- CASA is starting to implement its new business plan and objectives, including its ability to support airshed zones. Direction on the CASA-airshed zone relationship is expected to come from three sources: the new CAS, the CASA-AAC standing committee, and the AAC itself. CASA will be meeting with each airshed to talk about partnership opportunities. The intentions are to have an effective dialogue between CASA and all the airsheds, to clearly differentiate and define responsibilities, and to determine who has the capacity to undertake these tasks.

4. ALBERTA AIRSHEDS COUNCIL (AAC) UPDATE

Kevin reported that AAC expects notification of its society status at any time, at which point PAMZ can transfer the funds it has been holding for AAC. AAC meets next week. The focus

has been on getting the word out about airsheds and AAC now has a booth which was at the AUMA convention and will go to the AAMD&C conference in the spring. They are always looking for other opportunities. PAMZ will host the two-day March AAC meeting, which will include a tour on the first day of NOVA Chemicals at Joffre and the Nevis gas plant.

5. OTHER BUSINESS

a) PAMZ Organizational Review – Member Contribution Survey

Rod Boshnick briefly reviewed the report on the Member Contribution Survey, which has not yet been presented to the executive. The survey was sent to 73 members (individuals who are on committees and those organizations that have paid membership fees) and 21 responses came back, so it's hard to say if this is representative. Among other things, the survey asked respondents about their expectations of PAMZ; two key expectations were providing information and being responsive to concerns and issue. They were also asked about their ability to make a commitment to PAMZ, and generally respondents said they expected to maintain or slightly increase their time commitment; the funding committee and the TWG were the committees of most interest.

The board agreed it would be good to increase the number of responses by sending the survey out again to those that have not responded; further phone follow-up may be needed. A question will be added to enable respondents to indicate if their contribution is purely financial, a combination of financial and volunteering, or purely volunteer.

Action 62.2: Rod will add a question about the nature of the contribution to the survey.

Action 62.3: Kevin will re-send the survey link to those who haven't responded, stressing the importance of their participation.

Action 62.4 Kevin will forward the initial draft of the survey report to the executive.

b) Red Deer River Watershed Alliance Update

Dale Christian provided a short update on the work of the Red Deer River Watershed Alliance (RDRWA), noting that Bob Bryant recently joined the watershed board. The 2009 State of the Watershed report is completed and work is starting on the integrated watershed management plan. The public consultation plan is also being implemented, with meetings and outreach in Red Deer, Sundre and Oyen. The next phase will occur in January, with meetings again in these locations.

Kevin represents PAMZ TWG on the RDRWA Technical Advisory Committee (TAC). The TAC is focusing on identifying data gaps that exist in the State of the Watershed report. They will not fill the gaps, but advise on how to fill them. From an air perspective, there is a data gap on acid deposition. The next meeting is December 8.

6. DATES, LOCATIONS AND PRESENTATIONS AT FUTURE BOARD MEETINGS

The following five dates were proposed for 2011 board meetings (all Wednesdays):

January 19

March 30

June 15

September 21
November 23

Members were asked to review their calendars and advise Kevin if these dates do not work for them. The January 19th meeting will be in Red Deer, likely at the Dawe Centre. Subsequent locations will be determined at the meeting prior.

Action 62.5: Kevin will arrange meeting logistics for January and will follow up with either WBEA or Myles Kitagawa for a presentation.

A topic for a future meeting is the national CAMS, with a speaker from Environment Canada.

The meeting adjourned at 6:03 pm. Due to illness of the intended evening speaker, there was no presentation for this meeting.