



**PARKLAND AIRSHED MANAGEMENT ZONE
BOARD MEETING MINUTES
SEPTEMBER 24, 2009**

Location: Pioneer Lodge, Red Deer

In attendance

Board Members and Alternates:

Rod Boshnick, Industry
 Bob Bryant, Government
 Bonnie Denhaan, Public
 Brian Goliss, Industry
 Ryan Hornett, Industry
 Andy Lamb, Government
 Jennifer Lutz, Government
 Jenny Marshall, Industry
 Greg Rathjen, Government
 Aaron Rognvaldson, Industry (for Cory Sieben)
 Al Simcoe, Industry
 Lorna Watkinson-Zimmer, Government
 Reg Watson, Public
 Kevin Warren, Executive Director

Meeting Support:

Kim Sanderson

Absent with Regrets

Jim Ainslie, Public
 David Brown, Government
 Dale Christian, NGO
 Simon Cobban, Industry
 Lloyd Cumming, Public
 Amber Hines, Government
 Bill Knight, Public
 Jim McKinley, Government
 Kim Ng, Public
 Cory Sieben, Industry
 Leonard Standing on the Road, Government
 Wayne Ungstad, NGO

ACTION ITEM SUMMARY

Item	Who	Deadline
56.1: Jennifer will email pdf maps of complaints to Kevin to share with the board.	Jennifer Lutz	Oct. 15
56.2: Jennifer will work to identify a new health representative for this committee by December.	Jennifer Lutz	Dec. 15
56.3: The executive will prepare a more fully-developed policy and guidelines on expense claims to be presented at the next board meeting.	Executive	Nov. 30
56.4: Kevin will circulate background information on the RDWA with the minutes of this meeting, and the TWG will discuss this matter further.	Kevin, TWG	Oct. 15
56.5: Kevin will find a location for the next meeting and advise the board.	Kevin	Oct. 15

Brian Goliss convened the meeting at 1:10 pm. This board meeting was preceded by a strategic planning session, which was documented separately. As no NGO members were able to attend the business meeting, Kevin obtained a proxy from Wayne Ungstad.

1. ADMINISTRATIVE ITEMS

1.1 Approve Agenda

Two items were added to the agenda:

- Participation by PAMZ on the Red Deer River Watershed Alliance
- Next steps for strategic planning.

With these additions, the agenda was approved.

1.2 Minutes of June 17, 2009 Meeting

The June 17, 2009 minutes were approved as distributed.

1.4 Report on Action Items

Item	Status
55.1: Kevin and the executive will identify a facilitator to assist the Board with the business planning session in September.	Done.
55.2: The executive committee will consider the matter of providing stakeholder support to PAMZ NGO and public members and report back to the board at the next meeting.	On today's agenda
55.3: Kevin will determine a location for the September 24 meeting and advise the board.	Done.

1.3 Memberships

Kevin advised that the Harmattan Gas Plant has paid their membership fees. Kevin wrote to Red Deer County expressing disappointment that they did not renew, and has not heard anything back yet. There is a gap in membership on the TWG until Mansoor Ahmad returns at the end of March. It is likely that David Helmer will be able to fill in.

2. COMMITTEE REPORTS

a) Technical Working Group (TWG)

Brian reported that the TWG met September 11. Regarding AGAT, there is an outstanding balance related to cylinder rentals and two months of Sundre Forest Products PM analysis and reporting. AGAT is willing to drop one month of SFP costs. A new invoice was received for \$525 to gather and provide data to Senes for the data audit. This will be paid. Kevin will discuss with PAMZ' lawyer the payment of the outstanding balance of \$7,036.79. The final report from Senes on addressing issues from the 2008 audit is expected next week. The PAMZ TWG Audit sub-committee will then meet with AENV to discuss their plan for implementation of the recommendations.

The CASA Data Warehouse is auditing data collected in 2006-07 from two stations in each airshed. They have hired Air Resource Specialists in Colorado. PAMZ provided raw and processed data to the company to do the evaluation. Because PAMZ' archived raw data is in a binary format specific to the software used to collect it, Kevin had to hire someone to convert it to a format the company could use. The cost was about \$1000 and the data has been submitted.

On June 25-26, AENV audited the four PAMZ stations and identified only three major issues. Two related to the calibrations of TRS (total reduced sulphur) analyzers that were out by more than 15% caused by the H₂S gas Focus had been using to do their monthly calibrations. Focus did a cylinder gas audit with AENV that determined their gas's concentration was incorrect. They subsequently recalculated the data for all four PAMZ stations. In most cases, nothing changed due to the low levels monitored. The third issue was the failure of the THC (total hydrocarbon) analyzer at Caroline. The analyzer had undergone a major overhaul the previous week, and pressures changed between the

calibration and the audit. This analyzer has been a problem and will be replaced in October at a cost of about \$13,000. PAMZ received a letter on August 14 from AENV saying they are satisfied that all actions completed or underway had adequately addressed the audit findings.

Air Monitoring Program

All readings at Caroline have been within normal historical levels. Some hydrocarbon readings are a bit elevated, but not outside of historical ranges. This station now has a new shelter and the landscaping, fencing and reconnection of the Telus land line have all been completed. Results at the Red Deer station have been within normal historical levels. Some H₂S has been noted on warmer calm evenings and mornings, associated with the sewage treatment plant.

The Martha station was at Bighorn in May and June. No emissions were recorded from the large burn along the North Saskatchewan River, although some may have been picked up from the Ya Ha Tinda burn. It went to Gilby in July, and station locations were adjusted over the summer due to delays in getting power installed and connected. The station went to Harmattan in mid-August and will be there until the end of September. No monitoring will be done at the James River site this year. Readings at Gilby were akin to background levels. At Harmattan, data show a strong correlation of SO₂ and TRS but levels are at or near background. There are strong correlations of NO readings with southwest winds at Harmattan. A board member suggested looking at possible correlation with train traffic. The Martha station will go to Oriole Park School in October. The school bus drop-off and pickup area has moved so it will be upwind of the monitor, but there is a voluntary anti-idling program in place for buses, which is expected to affect readings.

The Raven station was at Bentley town site for the second quarter, and is now at Crossfield-Carstairs. At Bentley, there weren't a lot of southwest winds and TRS levels were never above 5 ppb, which is half the air quality objective. PAMZ correlated readings and complaints to the NRCB and will make a presentation to the Town of Bentley in October. The initial impression is that whenever readings are in the 1-2 ppb range, there are complaints, but complaints are also received when there are no readings. Crossfield-Carstairs levels were within historical normals, except on August 27 when elevated H₂S was observed, followed by an exceedance. The cause was a mouse that got into the sampling system and died. A few days' worth of data will need to be invalidated. The station will be at Beiseker for Q4 at a site in the town campground, which was approved by the Town Council earlier in September.

Through the summer, the passive network has seen typical normal levels and patterns.

b) Ozone Management

Brian reported that the Ozone Management Committee has not met since the last board meeting. PAMZ has a contract with AENV for \$56,000 to help implement short-term Ozone Management Plan activities. Stantec will be hired to do a data gap analysis to help the TWG select future monitoring locations. Most of the short term actions are around communication, education and information gathering. The communications committee is

engaging consultant Monica Rosevear to do some of this work. PAMZ may hire another consultant to assist her if necessary.

c) Financial and Funding Report

The committee is following up to encourage small contributors to pay their invoices. Clearwater County has agreed to join the board, and Councillor Bob Bryant has agreed to serve as treasurer. As well, Phyllis Forsyth, bookkeeper with the County, will assume these duties for PAMZ effective October 1 if the board agrees.

Reg Watson moved that Bob Bryant be appointed as PAMZ treasurer, and Phyllis Forsyth as PAMZ bookkeeper effective October 1, 2009; Brian Goliss seconded. Carried.

Kevin reviewed the 2009 budget, comparing expenses to date with the budget forecast. Overall, PAMZ is expected to be slightly under budget for 2009.

e) Issues Response Group (IRG)

Brian advised that the IRG met August 8, focusing on the selection of locations for the Martha station for 2010. The ERCB puts a lot of effort into compiling the data on complaints and wondered if the board would like to see this information.

Action 56.1: Jennifer will email pdf maps of complaints to Kevin to share with the board.

The IRG is also redoing the issues survey.

The board approved the following schedule for the Martha station for 2010:

January and July:	Delburne
February and August:	Nevis Gas Plant
March and September:	Edgar Industrial Area in Red Deer
April and October:	James River-King
May and November:	Dovercourt area (west of hwy 22)
June and December:	Willesden Green-Wilson Creek

Alternate locations would be a high traffic gravel road or slash burning.

The board approved the following schedule for the Raven station for 2010:

January to March:	Bashaw
April to June:	leave open, pending report from Stantec (may be specifically to address ozone)
July to September:	leave open, as for Q2
October to December:	Crossfield-Carstairs site

f) Communications Committee

Jennifer Lutz reported that the committee entered into a partnership with the City of Red Deer to promote PAMZ and discourage idling. The City is including information about PAMZ and an anti-idling message in its October utility bills. The communications committee will share this package with other local authorities and municipalities who may wish to do their own campaign. PAMZ board member Bonnie Denhaan was

instrumental in getting the city to proceed with this project. Monica will assist with PAMZ' contribution. The next PAMZ newsletter is nearly ready. Materials are also being developed to accompany the Ozone Management Plan. An RFP is nearly ready to go out for the website redesign, and the committee plans to choose a firm in October. There were two winners of the Martha Kostuch environmental scholarship this year: Tyson Swain from Leslieville is studying at Keyano College, and Sarah Connelly from Didsbury is at UBC Okanagan in Kelowna. New board binders were distributed to members.

g) Human Health Committee (HHC)

The HHC is in abeyance.

Action 56.2: Jennifer will work to identify a new health representative for this committee by December.

3. REPORT ON CASA ACTIVITIES

Kevin reported that the Ambient Monitoring Strategic Plan Project Team submitted its final report to the CASA board on September 23. The report was accepted with 26 consensus recommendations and two non-consensus recommendations related to funding and implementation. AENV supported these two in principle, but didn't feel they could make commitments at this time. The most controversial recommendation is that AENV would backstop funding from diffuse emitters and eventually develop a way to collect funds retroactively from them. There will be a session on the AMSP at the zones conference.

The PM and Ozone team meets on October 6. They intend to look at the calculation methodologies for backing out natural and background ozone. The task of doing a full framework review will be deferred since implementation is just getting started.

The Operations Steering Committee will either be disbanded or will become the Multi-Stakeholder Implementation Committee recommended under the new AMSP. This will be discussed at its next meeting on Oct. 6.

The CASA board heard a report on implementation of the Confined Feeding Operations Framework. A monitoring study is underway using four stations to look at emissions from the different types of operations.

PAMZ will provide an update on its 2009 achievements and 2010 plans at the next CASA board meeting on December 1. The Martha consensus workshop will be December 2-3 in Edmonton. The CASA Priority Setting Workshop is planned for November 10 in Edmonton.

4. ALBERTA AIRSHEDS COUNCIL (AAC) UPDATE

The AAC met on September 22. The zones conference will go ahead, although attendance is likely to be down from previous years, particularly from government. Corporate sponsorships are also a little down. Current estimates are that there will be 130-135 paid registrants, and total attendance will be about 175.

AAC bylaws and title search have been completed and submitted to Alberta Corporate Registry. The AAC also identified a representative for the CASA Airshed Zones Board Committee looking at whether airsheds should have a seat on the CASA board.

5. OTHER BUSINESS

a) East Central Airshed Update

Kevin noted that the East Central Airshed group met July 18 and decided to submit an application for funding from AENV to do a feasibility study (approx. \$50,000). As the group does not have legal status, it was agreed that the application would be made through the Battle River Watershed Alliance or Ponoka Fish & Game Association. At a meeting of the Battle River Watershed on August 26, it was decided not to sponsor the application. The group is now looking at other ways to submit the application.

b) NGO and Public Compensation

The executive discussed compensation for NGO and public members to participate in PAMZ, and decided that expenses would be reimbursed. No honorarium will be provided at this time. Expenses include mileage and a hotel if required in inclement weather. PAMZ will use the current government rate of \$0.505 per km. Kevin prepared a form to use when the policy is implemented in January 2010. A line item will be added to the 2010 budget. Additional guidance is needed regarding the process for submitting such claims.

Action 56.3: The executive will prepare a more fully-developed policy and guidelines on expense claims, to be presented at the next board meeting.

c) Raven Station Name Change Proposal

With the passing of David McCoy in 2008, the TWG discussed changing the name of the Raven station to the David McCoy station. David was a very strong resource for the TWG. He mentored a lot of people and made a significant contribution to PAMZ.

The PAMZ board agreed by consensus to rename the Raven station the David McCoy station.

d) Red Deer Watershed Alliance (RDWA) Participation

The RDWA has a technical committee that is looking for expertise from various sectors, and has asked PAMZ to join.

Action 56.4: Kevin will circulate background information on the RDWA with the minutes of this meeting, and the TWG will discuss this matter further.

e) Strategic Plan Next Steps

The next steps in the strategic planning exercise are to develop objectives, extract priorities and begin to make decisions on resource allocation. The executive and the committee can work on this and present at the next board meeting. Andy, Rod, Kevin, Aaron, and Wayne volunteered to work on next steps. The next executive meeting will be held in Red Deer to facilitate this work.

6. NEXT MEETING

The next board meeting will be November 26 in Red Deer from 3-6 pm.

Action 56.5: Kevin will find a location for the next meeting and advise the board.

The meeting adjourned at 2:55 pm.