



PAMZ | Parkland Airshed
Management Zone

Minutes: Board of Directors Meeting
Date: June 16, 2010
Location: Kinex Arena, Red Deer

In attendance

Board Members and Alternates:

Jim Ainslie, Public
Rod Boshnick, Industry
Bob Bryant, Government
Dale Christian, Public
Lloyd Cumming, Public
Ken Dahl, Government
Bonnie Denhaan, Public
Brian Goliss, Industry
Andrea Hiba Brack, Government
Ryan Hornett, Industry
Vicky Monfette, Industry
Lynne Mulder, Government
Greg Rathjen, Government
Leonard Standing on the Road, Government
Wayne Ungstad, Public
Brian Vanderzwan, Industry

Reg Watson, Public
Kevin Warren, Executive Director

Meeting Support:

Kim Sanderson

Absent with Regrets

Simon Cobban, Industry
Cody Dziadek, Industry
Amber Hines, Government
Bill Knight, Public
Andy Lamb, Government
Jennifer Lutz, Government
Alasdair Mackinnon, Government
Kim Ng, Public
Dan Richen, Government
Al Simcoe, Industry

ACTION ITEM SUMMARY

Item	Who	Deadline
60.1: Kevin will distribute material on writing a charter to the board.	Kevin Warren	June 25
60.2: The executive committee will draft a charter for its 2010 deliverable and circulate as an example; the board may then wish to have a workshop on charter-writing.	Executive Committee	Aug. 31
60.3: Board members will look at the five-year plan, consider which items they want to be part of and advise Kevin.	Board members	Aug. 31
60.4: Kevin will secure the Kinex Arena for the September board meeting and will follow up to invite a speaker on the Enmax Crossfield Power Plant.	Kevin Warren	June 30
60.5: Kevin will ensure Andrea and Vicky receive a PAMZ board of directors manual.	Kevin Warren	June 30

Brian Goliss convened the meeting at 3:45 pm, immediately following the special board meeting to amend the bylaws.

1. ADMINISTRATIVE ITEMS

1.1 Approve Agenda

The agenda was approved as circulated.

1.2 Minutes of March 31, 2010 Meeting

The March 31, 2010 minutes were approved as circulated.

1.3 Report on Action Items

Item	Status
59.1: Executive will discuss further and finalize proposed changes to the bylaws. Kevin will make arrangements for a special meeting to revise the bylaws at the start of the June 16 meeting	Done.
59.2: Kevin will communicate decision to the Rocky Mountain Regional Solid Waste Authority.	Done. Kevin will tour the facility on June 17 to determine possible monitoring locations for July.
59.3: Kevin will get more details about the meeting in Mirror and attend if possible.	Done. On today's agenda.
59.4: At its next meeting, the executive will review and assign objectives in the four categories of the five-year plan to the appropriate PAMZ group or committee.	Done. Updated list was distributed.
59.5 Kevin will secure the Kinex Arena for the June board meeting and AGM.	Done.

1.4 Memberships

Kevin advised that since the last meeting, the Town of Sundre has joined PAMZ. To date, twenty-six \$1000 memberships have been received and an additional six or so are expected. The cheque for one large company membership should arrive shortly.

Kevin reviewed the 2010-2011 board and executive make-up that reflects the change in bylaws; this will be presented to the AGM. PAMZ has nine government positions, five public positions and five industry positions; alternates have not been identified for all of these. The proposed executive is:

- Chair – Al Simcoe
- Past Chair – Brian Goliss
- First Vice Chair – Reg Watson
- Second Vice Chair – Andy Lamb
- Treasurer – Bob Bryant
- Secretary – Cory Sieben
- Executive Director – Kevin Warren

The board approved the proposed list of board members and executive.

2. COMMITTEE REPORTS

a) Technical Working Group (TWG)

Kevin reported that the TWG met June 11, focusing on the air quality monitoring

program and the draft objectives in the five-year plan that would be assigned to the TWG. These objectives will be discussed further in September to decide whether the TWG as a whole will address them or if smaller task groups should be formed.

All new capital equipment identified in the 2010 budget has been received and installed. As of December 31, 2010, the contracts for passive analysis and changeout expire, as does the continuous monitoring contract. The TWG is considering how to deal with these contracts and will make a final decision in September on whether to re-tender or extend them.

Kevin reported on the monitoring program results. All levels for both the Caroline and Red Deer stations have been within normal historical ranges since the last meeting. The Martha station moved from Nevis to Edgar Industrial Park South in April, and then to Mirror. On June 8 it went to James River and will move next month to a site in the vicinity of the Rocky Mountain Solid Waste Authority's landfill.

The Martha station was at Delburne in February, where some elevated SO₂ was observed with southwest winds, as reported at a previous board meeting. The ERCB still needs to conduct follow-up monitoring, pending appropriate wind conditions. Results at Nevis were similar to Delburne; i.e., elevated SO₂ with southwest winds but of lower magnitude. At the Edgar Industrial Park South location, there were no exceedances of Alberta Ambient Air Quality Objectives or Guidelines, but there have been the typical rush hour peaks for NO₂. This site is downwind from many possible emission sources and the results are different from those observed at the location on the north edge of the Industrial Park; i.e., no exceedances.

Kevin attended the April 6th meeting in Mirror, which was organized by the local Member of Parliament to hear residents' concerns about noise and emissions due to idling locomotives. Kevin identified himself at the meeting and offered the opportunity for PAMZ to site the Martha station at a suitable monitoring location. PAMZ subsequently received letters from the three levels of government requesting monitoring and the board agreed to monitor in May and to return in December if the problem continues. Levels observed in May were relatively low due to a combination of warmer weather, an abundance of easterly winds and the observation that CN has improved its practices and procedures. Trains are now generally being parked as far from residences as possible and not upwind if possible, and the amount of idling has been reduced. PAMZ worked with AENV's Red Deer office and got special samples for volatile organic compounds (VOCs) and polycyclic aromatic hydrocarbons (PAHs). One of the samples was collected on a day when winds were not from the direction of the railway, thus providing good background data. There was one PM_{2.5} exceedance that was associated with a strong sulphur smell, but was not likely related to railway operations due to easterly wind direction at the time. Kevin will be preparing a media release related to the monitoring data in early July, and there appears to be a lot of local media interest in the issue. Information will also be communicated back to the three levels of government. It was suggested that the media release should also be distributed to the national eastern newspapers.

At the James River site, the landowner has changed since PAMZ monitored there in 2005. There is an oil and gas battery located close by to the southeast, which has posed some concerns. Monitoring previously showed strong correlations with SO₂ and southeasterly winds but levels were low. Kevin advised that the US Environmental

Protection Agency (EPA) recently dropped its 24-hour SO₂ objective in favor of a new hourly objective of 75 ppb; Alberta's is 172 ppb.

For Q1, the McCoy station was at Gadsby Lake and is now at Trochu. At Gadsby Lake, there was a lot of low level SO₂, from no particular direction. Kevin presented the monitoring results to the Calumet Group on May 6th. The station was installed at Trochu on April 14 and will be there to the end of October, as previously discussed by the board, to see if anthropogenic ozone build-up is occurring downwind of the Red Deer-Joffre area. There is no evidence to date of ozone levels higher than other monitoring sites but the weather has been unusually cool and rainy. Ozone levels approached 60 ppb at the end of April, and there could be some build-up on hot days. There is a strong correlation of NO₂ and total hydrocarbon (THC) readings with winds from the direction of highways 27 and 587 (south and north respectively).

The passive samplers showed typical patterns for March and April.

b) Ozone Management

On June 2 (Clean Air Day), Kevin gave a talk about PAMZ at the Red Deer Public Library and presented PAMZ's first Action HERO award to Mayor Flewwelling of the City of Red Deer. AENV had the Mobile Air Monitoring Laboratory (MAML) available and gave students a tour of the bus in conjunction with PAMZ.

Kevin advised that he is applying to AENV for about \$44,000 to assist with implementation of year 2 of the Ozone Management Plan. PAMZ may be able to do more extensive VOC monitoring at Trochu, Caroline and upwind of Red Deer over the summer, pending the availability of additional funds from Alberta Environment. Kevin will work with Kristina Friesen of the Alberta Capital Airshed Society to prepare a proposal for the additional VOC monitoring.

c) Issues Response Group (IRG)

The IRG held its public meeting on May 19 in Innisfail. They have compiled the issues raised and will review these ideas as well as complaints from the ERCB, NRCB and AENV and bring siting recommendations for 2011 to the board. The next IRG meeting is August 11.

d) Financial and Funding

Bob Bryant reviewed the finances for the year to date. The audit is complete and the results will be presented at the AGM. Kevin reviewed the financial statements for 2009 and distributed copies to the board. PAMZ had \$62,000 in the capital reserve fund at end of 2009. PAMZ's year-end balance was \$57,271. The outstanding 2009 invoices to small companies will remain on the books for the next six months, but unpaid municipal invoices will be removed.

e) Communications Committee

Kevin reviewed the communications activities since the last board meeting. The current newsletter is in circulation and was designed with the new look and format. The community and technical annual reports have been finalized and are being printed and the 2010 communications and outreach plan has been finalized. The committee produced ads to promote both the AGM and the IRG meeting in Innisfail. The IRG meeting, the Action HERO presentation, and the meeting in Mirror all received good media coverage. PAMZ had a booth at the EnviroFair in Red Deer on June 1 as well as

a number of..other events in the last few months. Kevin has made presentations to Beiseker Town Council and the Calumet group on the results of the respective monitoring activities. Feedback on the re-branding has been positive.

3. REPORT ON CASA ACTIVITIES

Kevin advised that Kerra Chomlak, Executive Director at CASA, has resigned to take a position with the City of Leduc as sustainability coordinator. Randy Angle is interim executive director. The deadline for applications is June 18 and CASA hopes to have a new person in place by the fall. The CASA board met June 9. Kevin reported on the following CASA activities:

- Operations Steering Committee (OSC) meets June 21 to talk about new roles and the future and ownership of the CASA Data Warehouse.
- Particulate Matter and Ozone (PM/O3) Committee oversees implementation of the CASA PM and O3 framework and ensures the ozone management plans are progressing. They met May 27 and got an update on the national Comprehensive Air Management Strategy (CAMS). PAMZ may want to request a presentation on the CAMS when it is further along. Updates were also provided on implementation of the ozone management plans and on technical analysis related to computations. The review of the PM and O3 framework will be deferred until some of the current activities are completed that could affect it. The committee agreed to start work this fall on a plan and process to do the review.
- A working group is drafting terms of reference for a new joint CASA-AAC standing committee and plans to finalize them at a teleconference on June 28th.
- CASA and the Alberta Water Council have produced a consensus decision-making toolkit based on input from the Martha Kostuch Legacy Workshop held in December. It will be widely distributed when it is available.

4. ALBERTA AIRSHEDS COUNCIL (AAC) UPDATE

The AAC met on June 14. The bylaws have been approved and the only remaining hurdle to secure Society status relates to approval of the name. AAC expects to have society status this fall. Mike Bisaga will stay on for a second term as co-chair with Kristina Friesen. AAC has declined to co-host a conference with Synergy Alberta this year but will offer to give a presentation at their upcoming conference. AAC will organize its next major event in 2012 and may be looking for partners at that time.

5. OTHER BUSINESS

a) AAC/AENV Cumulative Effects Workshop Review

The proceedings from this workshop were previously distributed. The stated purpose was to look for areas where airsheds could work together with AENV and to clarify and enhance the working relationship. Some airsheds feel the workshop was a little premature since many other things still need to be worked out. AAC will send a letter to AENV describing the things airsheds do and will keep doing as long as they are enabled to do so but airsheds would like to know what AENV wants them to do. Stephanie Clark gave PAMZ an overview of the cumulative effects work at the last meeting. A PAMZ board member noted that having air monitoring can change local behaviour; this is important and should continue.

b) Review Five-Year Plan Goals and Objectives

The executive has consolidated and organized the business planning materials with the intent of taking advantage of existing committees as much as possible. The new table noting clearer timelines, deliverables and resources needed was distributed prior to the meeting. Rod Boshnick elaborated on the approach, noting that the intent is to prepare a charter for each item that will define the scope, deliverables, milestones, impact of the work, expected costs, team members and leader, etc. to give a solid structure to the activity and ensure clarity for stakeholders. The charter would be prepared by the team assigned to the item.

Action 60.1: Kevin will distribute material on writing a charter to the board.

Action 60.2: The executive committee will draft a charter for its 2010 deliverable and circulate as an example; the board may then wish to have a workshop on charter-writing.

Action 60.3: Board members will look at the five-year plan, consider which items they want to be part of and advise Kevin.

6. LOCATION AND PRESENTATION AT NEXT BOARD MEETING

The next board meeting will be held September 22, likely at the Kinex Arena, with a presentation on the Enmax Crossfield Power Plant.

Action 60.4: Kevin will secure the Kinex Arena for the September board meeting and will follow up to invite a speaker on the Enmax Crossfield Power Plant.

7. OTHER BUSINESS

Kevin noted the following upcoming events:

- Air and Waste Management show in Calgary June 22-25 at the Convention Centre. Kevin can provide exhibition passes to interested board members.
- Red Deer River Watershed Alliance AGM is June 24.
- SPOG Neighbour's Day is September 8.
- CASA Coordination Workshop is September 29 in Calgary at SAIT.

Action 60.5: Kevin will ensure Andrea and Vicky receive a PAMZ board of directors manual.

The meeting adjourned at 6:00 pm.