



**Peace River Area Monitoring Program (PRAMP) Committee**

**March 10, 2016**

**1:00pm to 2:30pm**

**By teleconference**

**Meeting Notes**

**Attendees:**

<b>Name</b>	<b>Sector Group</b>	<b>Organization</b>
Doug Dallyn	Public	
Mark Roberts	Public/Municipal	MD of Smoky River
Adèle Parker	Municipal	Town of Falher
Reid Glenn	Public	
Elvis Thomas	First Nation	Woodland Cree First Nation
Yan Liu	Government of Alberta (GOA)	Alberta Environment and Parks
Lindsay Smith-Munoz	GOA	Alberta Health
Krista Park	GOA	Alberta Health Services
Mike Zelensky	GOA	Alberta Energy Regulator
Wally Qiu	GOA	Alberta Energy Regulator
Darcy Allen	GOA	Alberta Energy Regulator
Allison Fisher	Industry	Shell
Anthony Traverse	Industry	Baytex
Court Sandau	Industry	Baytex
Kenda Friesen	Industry	PennWest
Karla Reesor		Moving Forward (facilitator)

***These notes are provided as a summary of discussions of the PRAMP Committee. The views and ideas noted do not necessarily reflect the perspective of each Committee member. Decisions are taken by consensus.***

**1. Review Agenda**

- Participants confirmed the agenda.

**2. Approve Meeting Notes**

- Participants approved the revised meeting notes from February 11, 2016.

**3. Recent Air Monitoring Data**

- Analysis is being done by Yan on the 2014 and 2015 NMHC/THC data and will be shared with the PRAMP Committee.

#### 4. Selecting PRAMP Committee Co-Chairs

- Participants shared the status of discussions on selecting co-chairs.
- Industry – No formal decision has been taken yet. Discussions are continuing within the companies.
- Government – Each department is assessing its future role for the PRAMP Committee. No decision has been taken yet on the co-chair role.
- Community – The community representatives (residents, municipalities and First Nations) will meet to select a co-chair.

#### 5. PRAMP Bylaws

- Draft bylaws were provided in advance of the meeting.
- It was noted that the reference to goals can be removed from the bylaws. The goals and objectives for the PRAMP Committee will remain in the Terms of Reference rather than the bylaws.
- Industry representatives will be drafting a competition policy. The bylaws can proceed without waiting for the competition policy to be finalized.

**Action - All are asked to provide any further comments on the bylaws to Karla as soon as possible, with a view to finalizing the bylaws at the next PRAMP Committee meeting.**

#### 6. PRAMP Code of Conduct

- The group reviewed the draft Code of Conduct that was circulated in advance of meeting.
- Participants generally agreed the draft Code looked appropriate.
- The group will review the draft again with a view to approving the Code of Conduct at the next meeting

#### 7. Round Table Updates

- Background Canister Sampling – The following update was provided to the PRAMP Committee after the meeting:
  - *The background canister sampling program is intended to take place in four seasons over the next year (spring, summer and fall 2016 and winter 2017). The plan is to take canister samples for a one hour time period at the 986 and Reno stations. In order to assure background samples are being collected, certain meteorological criteria will need to be met. As an example, winds will need to be sustained at a direction that is away from the CHOPS emission sources for the sampling period and hydrocarbon concentrations will need to be at background levels. AEMERA will need real time access to data at the two stations to assure that these conditions are met. Five samples (plus one duplicate and one field blank) will be collected at each location one right after another (over a five hour time*

- frame). The samples will be analyzed for VOCs and sulphur compounds if they get to the lab on time.*
- *The first sampling period is scheduled for the week of April 25<sup>th</sup>. This is coordinated with a public event in Peace River where the AEMERA Mobile Air Monitoring Laboratory will be present (April 26). The background VOC sampling will take place on April 27<sup>th</sup> and April 28<sup>th</sup>. There may be some opportunity to conduct sampling using the MAML during this time period as well*
  - Future updates will be provided to the Committee by AEMERA when available.
  - PRAMP Annual Review – Mike
    - A kick-off meeting was held on March 8, 2016 with Matrix, the selected contractor for the study.
    - The data is now being collected to pass on to the contractor.
    - A revised schedule has been proposed and it includes a draft report by late April. The PRAMP Committee will have a week to provide comments and then the report will be finalized by May 8.
    - Matrix has been asked to review the duration of elevated readings of NMHC for canister events.
    - The contractor will be including information about comparisons to other parts of the province for NMHC and THC and methane. The PRAMP Committee will have the opportunity to review the draft information and then to determine if the provincial comparisons are relevant to include in the final report.
  - Environmental Management System (EMS) – it was noted that the PRAMP Committee does not have an EMS policy. Some parts of it may already be captured in the PRAMP Monitoring Plan.

**Action – Reid will provide a copy of an EMS template and Committee members are asked to consider whether it would be beneficial to consider developing an EMS for PRAMP, focused on air monitoring.**

- Contacting Tervita (Action 2016-02-05) – The Industry Steering Committee is supportive of Tervita becoming more engaged with the PRAMP Committee. It would give Tervita the opportunity to see in real time what is happening with the monitoring. The AER is taking a closer look at Tervita operations. The AER has a mandate for waste management with respect to odours.

**Action – Mike will invite Tervita to provide information on its operations to the Committee at a future meeting.**

- Additional information about canister events (Action 2016-02-04) - Companies are looking at options for providing real time operational information to the PRAMP Committee and others.
  - Anyone interested in receiving updates from Baytex is invited to send an email to [goodneighbour@baytexenergy.com](mailto:goodneighbour@baytexenergy.com).
  - AER is also looking at whether additional information (such as brush burning) can be tracked and shared.
  - The Committee could look at whether there are ways to consolidate the information that is provided, and either send it out in one consistent way or provide notice on the Northern Sunrise County website.

- Conditions around the time of canister events could be tracked and a log created. Further discussion would be needed to identify a process and a person responsible to create the log.

**Action – AQWG and AER will have further discussion about what information could be collected and tracked for canister events.**

- Canister Protocol training (Action 2016-02-06) – Industry representatives have confirmed that Maxxam is able to provide the training. Each company will make its own arrangements with Maxxam to provide refresher training to operators. The refresher can be done during Maxxam’s monthly visits to the trailers for calibration and servicing.
- Air Monitoring for Woodland Cree – Woodland Cree met with AER. The AER is looking into air monitoring at Simon Lake.

**Action – Mike will look into the monitoring that has been done and provide an update to the Woodland Cree and the PRAMP Committee.**

- Kinetikor would like to share information with the PRAMP Committee about a possible future project in the Peace River Area. The Committee is interested in talking with Kinetikor when they have a firm proposal.
- The three PRAMP stations were audited by AEMERA during the week of March 7. Audit reports will be shared with the PRAMP Committee when they are available. The Committee will determine if there are any follow up actions from the audits.

**8. Next Meetings**

- April 18 – 1:00pm to 3:00pm
- May 12 – 1:00pm to 3:00pm
- June 9 – 1:00pm to 3:00pm

**ACTION ITEM LOG**

Action Item Number	Action Item Description	Status
<b>New Action Items</b>		
<b>2016-03-01</b>	<b>All</b> are asked to provide any further comments on the bylaws to Karla as soon as possible, with a view to finalizing the bylaws at the next PRAMP Committee meeting.	<b>NEW</b>
<b>2016-03-02</b>	<b>Reid</b> will provide a copy of an EMS template and Committee members are asked to consider whether it would be beneficial to consider developing an EMS for PRAMP, focused on air monitoring.	<b>NEW</b>
<b>2016-03-03</b>	<b>Mike</b> will invite Tervita to provide information on its operations to the Committee at a future meeting.	<b>NEW</b>
<b>2016-03-04</b>	<b>AQWG</b> and <b>AER</b> will have further discussion about what information could be collected and tracked for canister events.	<b>NEW</b>
<b>2016-03-05</b>	<b>Mike</b> will look into the monitoring that has been done and provide an update to the Woodland Cree and the PRAMP Committee.	<b>NEW</b>
<b>Ongoing Action Items</b>		

2015-09-02	<b>Anthony</b> will look into obtaining a chromatogram and retention times for the VOCs, TRS and THC.	
2015-09-03	<b>Mike</b> will provide another draft of the monthly report for the next meeting, based on the current month's data.	
2015-10-01	<b>Mike</b> will ensure that the 99 <sup>th</sup> percentile explanation on the AER Dashboard indicates that it is not a health-related indicator.	
2015-12-03	<b>Karla</b> will talk with AER staff about how to define the location covered by the PRAMP in the bylaws.	
2015-12-09	<b>Mike</b> will check on the option to have reference to AER Directive in the bylaws as a way to define the geographic area.	
2015-12-13	<b>Wally, Mike and Reid</b> will develop information as an alternative option to illustrate how the results have changed over time. The targets and reporting will be discussed at the January 28 Committee meeting.	
2016-01-01	<b>Mike</b> will look into how the AER complaint information can be shared with industry and others on the PRAMP Committee in a timely way.	
2016-01-03	<b>Karla</b> will bring forward an agenda item at a future meeting to discuss communication protocols for the PRAMP Committee with the media and other parties outside the Committee	
2016-01-16	<b>Stephanie</b> will look into the status and timing of the contract with Maxxam for 986b and 842b.	
2016-01-12	<b>Yan</b> will look into options for portraying the NMHC for canister events.	
2016-02-03	<b>ALL</b> – Each sector (Industry, Government and Community) will identify a Chair for their sector.	
<b>Parked Action Items</b>		
2016-01-05	The <b>AQWG</b> will work with <b>AEMERA</b> to implement the sampling program and to address the question of whether the background is different at the three monitoring stations. <i>(To be addressed in 2017 following the completion of the background sampling program)</i>	
<b>Completed Action Items</b>		
2016-02-01	<b>Karla</b> will inform the MLA's Constituency Office that approved PRAMP Committee meeting notes will be shared with the Constituency Office, and she will advise them that Co-Chairs will be identified shortly for the Committee. <i>Done</i>	
2016-02-02	<b>Karla</b> will contact Northern Sunrise County to determine if PRAMP Committee meeting notes can be shared on the County website. <i>Done – the County will post the meeting notes when they are available.</i>	
2016-02-04	<b>Industry</b> and <b>AER</b> representatives will consider whether information can be provided that would help to meet the needs of residents for timely information about canister events, <b>including providing information about upsets or operations that could result in a canister event.</b> <i>Done</i>	
2016-02-05	<b>AER</b> will look into the options for approaching Tervita to be involved in the air monitoring work. <i>Done</i>	
2016-02-06	The <b>AQWG</b> will review the canister protocol to determine if further training or information is needed for the field staff to properly change triggered canisters and to be aware of any issues with the canisters (e.g. changes in pressure). <i>Done</i>	
2016-02-07	<b>Mike</b> will send the Request for Proposals to the Committee and the two leading proposals to Krista, Doug, Mark and Yan. <i>Done</i>	
2016-01-06	<b>Karla</b> will look into options and will also talk to Maxxam and AEMERA to see if they have suggestions for file storage and access for the PRAMP Committee. <i>Monthly reports now stored on SiteAnalyst public site and can be accessed from Northern Sunrise County website.</i>	