

## PRINCE GEORGE AIR IMPROVEMENT ROUNDTABLE SOCIETY (PG AIR)

### MEMBERS MEETING – MINUTES

**Date & Time:** Tuesday, January 26, 2010, 5:00PM

**Location:** City Hall Annex, 1100 Patricia Blvd, Prince George

**Present:** Ben Van Nostrand (Ministry of Environment), Maureen Bilawchuk (MOE), Kristen Johnson (Ministry of Transportation & Infrastructure), Greg Thibault (Northern Health Authority (proxy for Barb Oke)), Dan Adamson (City of Prince George), Jocelyn White (City of PG), Kenna Latimer (Regional District of Fraser-Fort George), Glenda Waddell (Canfor Pulp Limited Partnership), Martin Meyer (Carrier Lumber), George Stedeford (Pacific BioEnergy), Ken Wilkening (UNBC), Sherry MacIntyre (Chamber of Commerce), Terry Robert (Fraser Basin Council), Marie Hay (Northern Medical Society), Dave Fuller (PACHA)

**Regrets:** Greg Calpas (Husky Oil), Wayne Rommerdahl (Columbia Bitulithic), Andrew Snih (Public)

**Guests:** Daniela Fisher (PG AIR Air Quality Management Coordinator), Kathryn Graham (City of PG), Shawna Scafe (Northern Health), Ron Fujino (CPLP), Randal Sarrazin (Marsulex)

#### 1. Call meeting to order (G. Stedeford)

Meeting called to order by Chair at 5:10PM.

#### 2. Quorum (S. MacIntyre)

Secretary reported that quorum of members (15) was present.

#### 3. Presentations

##### a. PG AIR Orientation (J. White)

- ∞ Provided overview of PG AIR history, mandate, Air Quality Management Plans (Phase I, II and III). Following the presentation, the group discussed the following:
  - ∞ Funding: PG AIR has no general revenue; funding is project-based
  - ∞ Responsibility & Accountability: membership on PG AIR is voluntary and PG AIR's mandate is to provide recommendations for voluntary actions intended to improve air quality in PG airshed (PG AIR has no regulatory authority)
  - ∞ Director & Officer liability: all member representatives are also directors of PG AIR and so are exposed to the usual potential liability that directors or officers of organizations are exposed to; PG AIR has D&O liability insurance for its directors.

**Action (D. Fisher):** post presentation on intranet

**Action (J. White):** for future, include presentation slides on funding, responsibilities, D&O liabilities

##### b. Clean Air Ambassador (Kathryn Graham, City of PG)

- ∞ Provided overview of Clean Air Ambassador, a City pilot project (Oct 2009 to May 2010) aimed at reducing emissions from wood burning
- ∞ Primary role of CAA is to prepare and provide education and awareness to residents and businesses re: wood burning (wood stoves, open burning, recreational fires), largely by responding to complaints (in person); see CAA document for details. Also note:
  - ∞ majority of complaints to date are from downtown (bowl), and relate to improper burning practices rather than use of non-certified stoves;

- ∞ education and awareness has been well-received to date
  - ∞ Shaw cable is playing part of burn it smart DVD, and also expressed interest in helping PG AIR help promote 2010 wood stove exchange program
  - ∞ CAA will also be providing educating and awareness to residents on upcoming *Clean Air Bylaw* amendments
  - ∞ CAA will also be assisting on Northern Health mobile monitoring project if/as needed and has also been/will continue to be working with PG AIR:
    - ∞ assisting in promotion and delivery of 2010 Wood Stove Exchange Program
    - ∞ working with PG AIR Idle Free Ambassador on 2009-10 Idle-Reduction program (because of previous experience as Climate Action Facilitator for City of PG)
  - ∞ Following the presentation, the group discussed whether more than one complaint line is confusing residents. Kathryn advised that there appears to be little confusion; she clarifies to residents which line should be used for what (i.e. City – residential, MOE – industry) and also forwards relevant complaints to MOE.
- c. PG AIR Phase III Plan Facilitated Session Results (Theresa Healy, Northern Health)
- ∞ Provided overview of results of November facilitated session designed to assist PG AIR confirm mandate of PG AIR and develop the Phase III Plan.
    - Action (T. Healy):** send final report and PowerPoint presentation to D. Fisher (not able to review during meeting);
    - Action (D. Fisher):** post information on intranet for review by members
  - ∞ Report contains tentative next steps, which group should consider; session also had guidelines, which the group may want to consider using going forward
  - ∞ Summary (presentation):
    - ∞ Participants acknowledged that PG AIR is comprised of volunteers and that the recommendations are voluntary (though members are coming to table with full intent to implement recommendations)
    - ∞ For PG AIR to function more effectively, participants identified the need:
      - to identify priorities (currently handling several projects) and determine whether/which matters should be delegated to member or other agencies; and
      - for more orientation for new members, to support their commitment to be involved in PG AIR
    - ∞ Participants also considered scenario Phase III Plan planning for reducing emissions from industrial sources; proposed idea: develop ranking, advise those on list of ranking and ask for voluntary reductions (and whether/how PG AIR can assist, e.g. funding partnerships), congratulate efforts made. Ideas will be brought back to full PG AIR membership for consideration in Phase III Plan development.
    - ∞ Theresa (Northern Health) is available to assist with future facilitation if desired.

#### 4. Review and adopt minutes of December 2009 meeting

Minutes of December 15, 2009 meeting adopted, with changes noted, by consensus.

**Action (D. Fisher):** follow up with Idle Free Ambassador re definition of “idling rates”

## 5. Member Information Exchange

- a. Ministry of Environment – Marsulex Permit Amendment (M. Bilawchuk, R. Sarrazin)
- ∞ Marsulex had requested permit amendment; MOE carried out extensive consultation period and invited PG AIR to participate (PG AIR provided comments by letter). Permit was amended on January 14; there is 30 day appeal period for anyone impacted by decision.
  - ∞ Previous permit was going to apply an instantaneous cap (emissions could not be exceeded at any point in time) beginning January 2010, but testing by Marsulex indicated that a instantaneous cap at any desirable level could not be achieved due to spikes that occur at start up (common for plants); MOE has decided to remove instantaneous cap and replace it with cap/peak based on 10-minute averaging period (most plants in North America have 1-hr average). This period is based in part on previous measurements by Marsulex and is believed to be as short as possible to capture significant peaks but long enough to cover normal operating peaks that occur during start up (NB: 1 cold start up/year occurs (800 ppm); potential issue is on warm start ups). Amended permit contains three other criteria to control PM emissions:
    - ∞ one-hour average (1,000 ppm);
    - ∞ daily average at stack (well below Level-A objective); and
    - ∞ daily average based on per tonne of production.
  - ∞ Since 2006, SO<sub>2</sub> emissions have been reduced by 50% and Marsulex has implemented better monitors. Marsulex also funds SO<sub>2</sub> monitor at fence line that sets off alarms if SO<sub>2</sub> levels are exceeded. Marsulex has implemented best management practices re: warning system and is investigating developing warning system involving rolling average data.
- b. UNBC (K. Wilkening)
- ∞ Sustainability coordinator has been hired at UNBC, to oversee key priorities; air quality is not included as a priority at this time.
  - ∞ Ken has developed an assignment, for a class he co-teaches, that requires students to analyse and deconstruct the PG AIR website (so to learn about PG AIR and to gather recommendations for upcoming website overhaul); Ken will provide information to EAWG for use in website overhaul project
- Action (K. Wilkening):** provide information to D. Fisher

## 6. Current Business

- a. Executive and Working Group reports (G. Stedeford)
- ∞ See written report. No questions arising.
- b. Phase II Work Plan update report (D. Fisher)
- ∞ See written report.
  - ∞ The group discussed the Dispersion Model study report delay. Given the short timeframe for Phase III development, PG AIR executive and Coordinator agree that the best option is to proceed, with revised timelines. Stantec has been advised of the embarrassment to PG AIR the delay has caused. PG AIR executive and Coordinator are currently negotiating revised timeline, and have proposed the following:
    - ∞ February 11 meeting for Stantec to provide overview (by conference call) of preliminary data (and provision of written preliminary report on February 10), so that members can progress with Phase III Plan; and
    - ∞ Draft report in early March, final report in mid March.

- c. Administrative & Other Matters update report (D. Fisher)
  - ∞ See written report. No questions arising.
  
- d. Phase III Plan Development (G. Stedeford)
  - ∞ Propose to overview at today's meeting the four areas to be considered for draft Phase III Plan Report development (and determine if/where facilitation, meetings needed), and discuss same in more detail at future meetings.
    - i. *Phase II Plan review (i.e. whether and to what extent recommendations and/or management actions in Phase II Plan should be carried forward to Phase III Plan).*
      - Action (all members):** review updated Phase II Work Plan and consider which recommendations/management action items to carry forward to Phase III.
      - Action (D. Fisher):** post updated Phase II Work Plan on intranet/ftp site.
    - ∞ Members can, in addition to identifying recommendations to carry forward, rank those recommendations (including complete, incomplete, ongoing, etc.) for priority (if have enough information available to determine same).
      - Action (all members)**
    - ∞ For final Phase III Plan development, members (especially agencies identified as lead) can consider whether same recommendation and/or management actions should be carried forward or replaced with new/different ones. The group should consider developing committees to review areas/categories regarding same and regarding any new recommendations for inclusion in final Phase III Plan.
      - Action (PG AIR)**
  - ii. *Scope: single vs. multiple pollutants/criteria air contaminants (i.e. whether and to what extent Phase III Plan should be expanded to include other criteria air contaminants (i.e. SO<sub>2</sub>, NO<sub>x</sub>, O<sub>3</sub>, TRS), odour, or remain focused on a single pollutant fine particulate matter reduction strategy)*
    - ∞ Group discussed that it needs to better understand what criteria air contaminants (CACs) are and implications of same on local air quality and health
      - Action (Maureen):** will provide presentation at next meeting
    - ∞ Group discussed that it will need to consider whether and to what extent other CACs should be considered in the future; for example, RWG, MOE, NHA, industry, others can research "future" contaminants (e.g. VOCs) while PG AIR focuses on PM reduction in Phase III Plan. Other proposed ideas:
      - MWG can rationalize monitoring program (determine if/how funds best spent);
      - Member organizations can identify projects currently working on to see if there are areas of synergy/overlap; and
      - GAP analysis could be carried out to consider which projects would be carried out by lead agencies anyways even without PG AIR (though PG AIR shouldn't necessarily drop recommendations if others are also focusing on it).
  - iii. *Decision-making framework and criteria for selecting significant sources (i.e. what framework/criteria PG AIR should use to select significant sources (sectors and/or individual sources within sectors) for reduction for point sources and area-based sources)*
    - ∞ For example, develop rankings based only on predicted impact on ambient environment – or also take into consideration other factors including cost-benefit

(including low hanging fruit), health impacts, socioeconomic matters? Former approach may be easiest but may not be best approach. NB:

- Different strategies may be needed for point-based sources vs. area-based sources (wood burning, mobile emissions);
- Re: industrial emissions, suggestions on proposed strategy were made at facilitated session for industrial sources (see facilitated session, above)

iv. *Work plan (short, medium and long-term goals & emission reduction targets) (i.e. developing a work plan that identifies specific action items to manage short-term episodes, and meet medium and long-term goals to satisfy PG AIR's emission reduction targets adopted in January 2009)*

- ∞ Targets adopted in 2009 are for particulate matter (PM); at a minimum, this target needs to be addressed in the draft Phase III Plan Report; other contaminants and targets can be included in draft Plan/Report (if time) and will otherwise be considered for the final Plan/Report
  - ∞ It will be important to set out achievable work plan, clearly identify priorities, lead agencies, reporting/updating expectations, etc.
- ∞ The group agreed that, so far, none of the above questions require assistance of facilitator. The group also discussed what information it needs to best consider the above questions:
- ∞ Rankings (Stantec will provide preliminary lists);
  - ∞ Impact of substances? What do we know and not know, especially about co-exposure? Summary from MOE on exceedances/statuses of other pollutants
- Action (Maureen):** include exceedance data in MOE presentation

## 7. New Business

### a. Administrative & Other Matters

#### i. *Membership (G. Stedeford)*

- ∞ CN is considering resuming membership on PG AIR

#### ii. *Coordinator job posting (temporary/maternity leave) (D. Fisher)*

- ∞ PG AIR will be advertising job posting for Coordinator (for duration of maternity leave) this week in local papers, job boards, and on PG AIR website.

**Action (D. Fisher):** forward job posting to members

**Action (all members):** forward job posting within organization and to individuals who may be interested

#### iii. *Regional District of Fraser-Fort George gravel pit referral (D. Fisher, K. Lattimer)*

- ∞ PG AIR recently received referral from RDFFG for gravel pit application in Willow Cale; comments due by February 4. Property formerly owned by CN. Applicant has applied for 2-year permit (TUP) to screen, crush and wash aggregate (100,000m<sup>3</sup>). Will have to meet criteria on hours of operation, and any other conditions set out in TUP (more stringent tool than straight zoning). There are reclamation requirements by Ministry of Mines & Energy Resources (bonding), but RDFFG could also include reclamation recommendations (though may be difficult to enforce)
- ∞ Members agreed to provide comments, based on previous gravel pit letter and including comment re: reclamation after TUP expiry, and copying MMER on letter

**Action (D. Fisher):** draft letter; send email reminder to members provide comments by Friday, January 29

iv. *Upcoming Air Quality workshops & events* (D. Fisher)

- ∞ Protecting Environmental and Human Health through Partnerships and Communities (Nanaimo, Feb 23/10)
  - ∞ 7th Annual BCLA Air Quality & Health Workshop – “Airwaves: Improving Air Quality & Health Communication” (Vancouver, Mar 25/10)
    - D. Fisher will be unable to attend, so PG AIR should consider sending a member of the group and/or Education & Awareness Working Group to this conference
- Action (PG AIR)**
- ∞ 2010 Bioenergy & renewable energy conference (PG, Jun 8/10):  
[www.bioenergyconference.org](http://www.bioenergyconference.org)
  - ∞ 2010 Clean Air Day (Jun 2/10) awards nomination – send nominations to D. Fisher, to be submitted through MOE (Rebecca Freedman)
- Action (all members)**
- ∞ Terry advised that there will be no Clean Air Forum this year; instead, there will be regional workshops (Nanaimo is pilot – might be opportunity for workshop in PG)

8. **Adjournment** (G. Stedeford)

Meeting adjourned by Chair at 8:10PM.

**Next Meeting Date and Time:** Thursday, February 11, 5:30 PM, location TBD

(Location subsequently set for City Hall Annex). Purpose of meeting is Stantec presentation and discussion of questions 3 and 4 re Phase III Plan Report development; other questions will be considered at Feb 23 meeting

**Next Regular Meeting Date and Time:** Tuesday, February 23, 5:30 PM

## **PRINCE GEORGE AIR IMPROVEMENT ROUNDTABLE SOCIETY (PG AIR)**

### **REPORTS**

**Date:** January 25, 2010

**Subject:** PG AIR Members Meeting – January 26, 2010

Update Reports for the period December 15, 2009 to January 25, 2010

#### **Executive Report (S. MacIntyre, Secretary)**

- ∞ On December 22, the outgoing and incoming Treasurers and the Coordinator met with the Accountant to discuss transitional matters.
- ∞ On January 12, the Executive met with the Coordinator to discuss administrative matters (finances, funding, personnel, draft administrative procedures) and ongoing projects and programs. Administrative procedures related to PG AIR financial procedures were adopted on January 19.
- ∞ Since January 18, the executive has been working with the Coordinator in connection with the dispersion model project. (See Recommendation 9, below.)
- ∞ On January 22, the Executive met with the Coordinator to discuss maternity leave scheduling.

#### **Research Working Group Report (J. White, Chair)**

The RWG has been advised of a delay in the delivery of the draft and final Dispersion model Study reports and is currently working with PG AIR executive, Ministry of Environment, and Stantec management to resolve this matter as soon as possible. (See Recommendation 9, below.)

#### **Monitoring Working Group Report (D. Jewesson, Chair)**

Nothing to report.

#### **Education & Awareness Working Group Report (W. Osei, Chair)**

No report provided.

#### **Phase II Work Plan Update Report**

- ∞ Recommendation 01: Odour (D. Fisher)
  - Copy of Mellissa's November 30 odour presentation has been provided to Northern Health, the BC Centre for Disease Control, BC Ministry of Healthy Living and Sport, and BC Lung Association, and they were advised of the Ministry of Environment's proposal to carry out additional formaldehyde monitoring over the next fiscal year, pending funding. (PG AIR committed at the December 15 meeting to provide funding support for same.)
  - These agencies were asked to consider carrying out research on understanding the toxicological effects due to co-exposure to pollutants (particularly VOCs, TRS and aldehydes/ketones) and to consider developing a partnership between local agencies/airshed table and provincial health authorities to discuss the potential for developing a provincial toxics and/or odour policy.

∞ Recommendation 09: Dispersion Model Study (D. Fisher)

- On January 15, PG AIR was advised of a delay in the delivery by the consultant (Stantec) of the draft and final Dispersion Model Study reports by January 15 and 31, respectively. The PG AIR executive, Ministry of Environment, and Research Working Group Chair are currently working with Stantec management to resolve this matter as soon, and with as little impact on Phase III Plan development, as possible. (The delay will not impact current Phase II Plan activities.)
- To this end, the consultant has committed to providing PG AIR with an interim overview of the research results for use in Phase III Plan development (date TBA, expected February 11) and has assigned a new project manager to the project. PG AIR, the MOE and the RWG will reduce further delay in the consultant's completion of the final report by stepping up their reviews of the draft report, once received.

∞ Recommendation 14: Idle Reduction & Eco-Driving Program (K. Lapadat-Janzen)

- Natural Resources Canada has approved funding to extend the Idle Free Ambassador's employment term to the end of the 2009 program (end of March). Funding will be provided from the existing \$70K from NRCan, in particular, from residual funds remaining from the purchase of the idle free signs and from anticipated residual funds from the installation of the idle free signs. Activities of Idle Free Ambassador are set out below.
- **Outreach**
  - PG AIR had booth at UNBC Green Day on Thursday, January 14
    - 24 Idle Free pledges collected
      - Materials distributed (1 AQ Health Index brochure; 58 Idle Free BC window decals; 1 Idle Free BC bumper sticker; 23 Idle Free BC Info cards; 16 Idle Free key chains; 2 PG AIR Eco-driving rack cards; 24 NRCan Info cards; 3 NRCan brochures; 6 Fuel Consumption calculators)
    - Organized student volunteers to assist in approaching drivers with idling information
  - Idling Awareness event is being planned at UNBC, to take place in the next few months
- **Anti-Idling (Idle Free Zone) Signs**
  - Signs have been distributed to UNBC and CNC, with brochures and stickers for distribution
  - Currently working with City of PG to determine additional locations for signs
  - Chamber of Commerce will be advising members about the availability of signs
  - Free signs are available to interested organizations. *Any PG AIR member interested in free sign(s) for its organization should contact the Idle Free Ambassador ASAP.*
- **Anti-Idling Policies**
  - Currently working with UNBC to develop an anti-idling policy
  - Also offered assistance to CNC if requested
- **Anti-Idling Bylaws**
  - Currently reviewing anti-idling bylaws in other jurisdictions and researching the components of an effective anti-idling bylaw; report is in progress
- **AirCare Feasibility**
  - Currently researching the jurisdiction and feasibility of establishing of mandatory AirCare in PG; report is in progress

- ∞ Recommendations 19, 20, 23 & 25: City of PG *Clean Air Bylaw* Amendments (D. Fisher)
  - PG AIR has been advised that the agenda for the City Council meeting scheduled for February 1 will include the proposed amendments to the *Clean Air Bylaw* for review and consideration by City Council.
  
- ∞ Recommendations 23 & 25: Wood Stove Exchange Program (D. Fisher)
  - A draft funding contract has been received from the BC Lung Association for the 2010 Wood Stove Exchange Program, and is currently being reviewed.
  - The final details of the 2010 Wood Stove Exchange Program are being worked out, and it is anticipated that the program will begin on March 1, 2010 and run to the end of the year.
  
- ∞ Recommendation 28: Northern Health Mobile Monitoring Project (J. Hayek, Northern Health)
  - Project Team meetings were held by Northern Health on December 17 and January 11.
  - Almost all neighbourhoods have been sampled once. Due to the length of sampling events, two teams are carrying out sampling as of mid-January (on nights with suitable meteorological conditions), and additional personnel have been hired for this purpose. The raw sample data is currently being plotted in GIS.

### **Administrative & Other Matters Update Report**

- ∞ YWCA Youth Eco-Internship Program (D. Fisher)

PG AIR has been advised that all of the 9-month internships have been filled and that 4 and 6-month internships for high school or university students remain available.

- ∞ Marsulex Permit Amendment (D. Fisher)

- On January 14, PG AIR was advised that Marsulex Permit PA-02119 was amended, and was provided with a copy of the final permit. There is a 30 day appeal period.
- Maureen Bilawchuk will provide an update on same during the Member Information Exchange at the January 26 meeting.

- ∞ Regional District of Fraser-Fort George gravel pit referral (Miworth) (D. Fisher)

- During the holidays, PG AIR received a referral notice from the Regional District for a proposed gravel pit in Miworth, requesting a response by January 6.
- PG AIR members were asked by email on January 4 to advise whether there were any concerns with providing a response concerning dust control and whether members desired the inclusion of any additional matters in the response. No concerns were expressed, and additional matters were identified by the MOE. A response letter was provided by PG AIR to the Regional District on the proposed gravel pit.