



GENERAL MEETING MINUTES

SEPTEMBER 25, 2009

10:00 a.m. – 2:00 p.m., Main Conference Room
Penn West Building, 50th Avenue West, Drayton Valley, AB

IN ATTENDANCE

Cecil Andersen	WCAS Chairman, Pembina Agriculture Protection Association
David Helmer	Alberta Environment
Bob Kitching	Brazeau County
Audrey Kelto	Leduc County
David Brand	Sherritt International
JoAnne Volk	Talisman Energy
Laurie MacNeil	Blaze Energy
Brian Novak	TransAlta Generation Partnership
Bob Scotten	WCAS Executive Director
Greg Swain	WCAS Operations Manager
Patrick Andersen	WCAS QA/QC
Heather Plumb	WCAS Office Manager

ACTION ITEMS

- Action Item 1: WCAS to meet with TransAlta, Capital Power and Alberta Environment in order to resolve backup power issue as well as the finalization of the new contract.
- Action Item 2: Board to send Heather any suggestions you would like to see on the WCAS website.
- Action Item 3: WCAS to invite Diana McQueen, MLA to upcoming board meeting.
- Action Item 4: WCAS to send letter to the head of the ERCB requesting further support.
- Action Item 5: Greg and Patrick to research viability of upgrading wind power at Hightower Station.
- Action Item 6: Bob to request budget for Agriculture Study for next meeting.

1. Welcome and Introductions

Cecil Andersen called the meeting to order at 10:10 a.m.. Introductions were made.

2. Approval of Agenda

Approved as presented with additions:

- 3(B). Hightower Update – Jeff Giesbrecht
- 11. a. Letter to Diana McQueen
- 11. b. Hightower Upgrades

3. Approval of May 22, 2009 Meeting Minutes

Approved as presented.

3(B). Hightower Update – Jeff Giesbrecht, WireZ and Greg Swain

Following the departure of Paul Belanger, the original designer of the Hightower station, much of the operations and maintenance of this site has been accomplished by Jeff Giesbrecht of WireZ for the past 3 years. Recently completing both a generator upgrade and a solar panel upgrade, it appears that a battery upgrade will also be needed.

The generator upgrade became necessary as a result of underestimating both generator run times and the capability of the generators originally purchased. The original generators purchased were propane and designed more in keeping with recreational vehicle use. They were then replaced with a diesel generator complete with fuel tank and Seacan for storage.

Most recently the solar panels have been upgraded in order to reduce the use of the generator in addition to rectifying original under-design issues. These upgrades should allow the generator runtime to be reduced from a current average of 6 hours per day to under 5 hours per day. The enlargement of the solar panels have already accounted for an approximate 30% reduction.

A future battery upgrade is proposed to further reduce generator runtimes. The current battery configuration is limited by the severe lack of space in the building as well as the extreme heat created by the layout. The building that now houses the batteries was built on top of bank of batteries and while vented, the venting capabilities have been maximized. The batteries and equipment simply produce too much heat for the building; a larger fan is not an option due to the electrical limitations. Additionally the tight space creates the possibility of shorts. In order to replace batteries a picker truck would be needed as only the front batteries are easily accessible, as well, the access is just wide enough for one person and each battery weighs in excess of 200 lbs, cutting the floor may lead to the deflation of the building.

Due to the type of battery configuration a long charge time is required, resulting in long generator uptimes. With the addition of batteries, a generator runtime of approximately 2 hours per day may be achievable.

Originally the Station was designed to run solely based on solar and wind power. In addition to under-designed solar panels, it now appears as though the wind power may not have been accurately designed. The wind turbines sit 20-30 feet below consistent wind currents; also the trees in the vicinity create sufficient turbulence to disrupt efficient operations. Adding height to the current towers may produce higher contributions to the system.

The most advantageous solution for the battery situation appears to be the installation of a Seacan to house both the batteries and the analyzers. A Seacan would easily accommodate the two and a half tonnes of batteries; provide sufficient venting as well as room for expansion. The Seacan would be buried into the side of the hill, allowing for natural climate control as temperature remains consistent one meter below ground as well, the installation an Earthtube can easily be incorporated during construction. Early estimates include a 8x8x20 Seacan \$4800, a Door \$800, Transportation \$1200 and a full Insulation and Paneling package \$8000.

The nature of the Hightower, being one of the background monitors as a NAPS station, dictates a critical objective of 90-98% uptime. While the recent upgrades have provided some degree of reassurance, the most challenging time of the year, November to March, has previously created many struggles. Future upgrades may also include the installation of a mechanism to facilitate automatic starting of the generator in cold weather situations.

Another question raised was one of the current maintenance of the station, invoicing seems to indicate frequent refueling of diesel. Jeff indicated that fueling will be limited to approximately every month and a half.

In summary an upgrade to house the batteries including a Seacan, equipment and installation could potentially cost \$30,000. A far less viable option was presented: Greenlee Industrial Tool Boxes for approximately \$800.

4. Financial Update: Heather Plumb & Bob Scotten

Rick McNallie, our former Treasure and Oil & Gas representative is no longer with Blaze Energy and therefore has resigned his position with the West Central Airshed Society.

Motion: The board accepted JoAnne Volk of Talisman Energy, as the West Central Airshed Society Treasurer and will now be authorized as a signing authority, by consensus.

Heather presented the Statement of Revenue and Expenses as at August 31, 2009 (**Appendix A**).

Due to ongoing economic conditions as well as ever increasing costs, Bob suggested that it may be time for a slight increase in our fees. We currently invoice \$2108.46/pollution unit, a rate that was set in 2000. The unfortunate side effect of a rate increase, due to dwindling support, is the apparent penalization of those organizations that continue to support WCAS. As all of the Airshed's examine tight budgets there has been increasing pressure on Alberta Environment to financially supplement the Society's work.

5. PM and Ozone Management Plan Review: Bob Scotten

The PM and Ozone Management Plan has been implemented with an initial call for a contractor tasked with finding gaps in the data used for the Plan. There has been some interest in expanding our monitoring into the South East of our region. Dr. Kindzierski who was involved in the last rationalization of our stations, fully supports the addition of SE monitoring, perhaps in the Pigeon Lake area, following modeling. *Item tabled until 2010 due to budget restrictions.*

6. Review of Action Items: Bob Scotten

a. Greg to remove PM10 equipment from approved stations. **Action Complete.**

b. WCAS to meet with TransAlta, Capital Power and Alberta Environment in order to resolve backup power issue as well as the finalization of the new contract. **Action Ongoing.**

Both WCAS and Capital Power have approved the changes to the contract, TGP approval is pending and should be available before the next meeting. One of the changes to the contract includes a provision for the replacement of existing equipment with a limited lifespan. Rather than facing

\$350,000 in replacement costs in 2014, the contract now provides for yearly prepayments in anticipation of incurring costs.

Supplying backup power at the TGP and Capital Power stations continues to pose challenges. Requirements dictate 90% uptime, which equates to approximately 3 days of downtime per month. Past power outages have largely due to maintenance. The challenge is driven from unscheduled issues in addition to the planned maintenance. TGP and Capital Power have been working internally to reduce outages. Alberta Environment has suggested a back generator may be a solution. While a generator could be rented, the stations must be configured to accept generator power.

The suggestion was made that a Load Break may be added to the power lines to break power after our stations. TransAlta may be able to advise us if this is possible.

With the completion of the WCAS shop, keeping a backup generator in the field is now an option, rather than securing a rental generator on short notice. This may also be beneficial in the operation of the Hightower station.

Action Item 1: Brian and Greg to meet and discuss options for backup power for field operations.

c. Further research into the need for monitoring CO to be preformed. **Action Complete.**

In previous discussions regarding AQHI, the possibility of expanding Hinton, Edson and Drayton Valley to include CO monitoring was considered. Estimates for the equipment to monitor CO are \$15,000 for each station, \$25,000 installed for a total of \$75,000. *Item tabled until 2010 due to budget restrictions.*

7. Zone Managers Report: Bob Scotten

a. Network Status

This summer Alberta Environment conducted its annual Audit of WCAS stations. ABEV is now using a much improved audit report. WCAS passed 78 of 83 requirements, with several items fixed immediately. Bob has met with Jolene to discuss and sent the follow up letter.

b. Shop Development

After numerous challenges securing contractors, the shop is up and nearly completed. A final bid of \$71,400 was awarded, the high bid was \$94,000, for the 30x30' shop complete with an overhead door, shelving, in-floor heating and super insulation.

c. Updating/Overhaul of WCAS Website

Some updates include the addition of a counter to track visits to our website as well as the updating of current information. As we have a contract in place, there will be no additional charges for this work.

Action Item 2: Please send Heather any suggestions you would like to see on the WCAS website.

d. Promotional Items

In order to increase WCAS's visibility in the community, Bob would like to purchase some promotional items, specifically shirts for the board members.

Motion: WCAS to purchase promotional items within a budget of \$3000. Motion passed by consensus.

e. Annual Report

In utilizing Heather's previous experience with graphic design, we may be able to complete the WCAS annual report in-house at a considerable savings to previous years.

Motion: WCAS to contract Heather with the production of the 2009 WCAS Annual Report. Motion passed by consensus.

f. Cumulative Environmental Management

Alberta Environment has initiated Cumulative Environmental Management which includes looking at land use, water and air quality as a whole in order to better facilitate communication and alignment. This directive will be driven by the Land-Use Framework and will be backed by legislation, although transition will be gradual. WCAS will be involved in the early stages of its development and may be able to include tools to collect fees.

g. Monitoring in the South East Region

See 5. PM and Ozone Management Plan.

h. Northern Expansion

Alberta Environment is no longer interested in supporting WCAS's northern expansion and has withdrawn the offer to provide a station at Whitecourt. *Item tabled until 2010 due to economic conditions.*

8. Lunch

9. Zone Managers Report Continued: Bob Scotten

Concluded

10. Air Monitoring Update: Patrick Andersen

See Appendix B.

11. Other Business

a. Letter to Diana McQueen, MLA

WCAS to draft a letter inviting, Diana McQueen, MLA for Drayton Valley-Calmar to attend an upcoming board meeting. Ms. McQueen is the parliamentary assistant to the Minister of

Environment as well as sitting on several committees: the standing committees on Resources and Environment and Private Bills, the Cabinet Policy Committee on Resources and the Environment, and the Forest Industry Sustainability Committee. Mrs. McQueen is also a co-chair for Climate Change Central, a nonprofit organization that encourages Albertans to take action on climate change through consumer rebate programs, demonstration projects and educational outreach.

Currently facing adversity due to economic conditions as well as dwindling support from both industry and the ERCB. Any support she may be able to offer would be greatly appreciated.

Action Item 3: WCAS to invite Diana McQueen, MLA to upcoming board meeting.

By extension the lack of ERCB support is significantly damaging WCAS's ability to provide accurate invoicing and may be contributing to our suffering financial support.

Action Item 4: WCAS to send letter to the head of the ERCB requesting further support.

b. Hightower Upgrades

With winter quickly approaching, it was felt that a decision was needed immediately regarding the expenditure at Hightower. One concern raised was whether the battery configuration was a safety risk, specifically a Confined Space Issue, to which the answer was yes although not due to air quality or emissions. Other concerns included the possible need for space in the future, whether the Seacan would overheat and if there was enough time before winter sets in. In response, yes, a used 40' Seacan should meet all current and future needs, the Seacan would be constructed with additional partitions and venting for more control of heat, also if approved, construction could begin right away. One also inquired as to the viability of moving the station, which is not an option as there would be a loss of data in addition to the near impossibility of finding a suitable location. It was also mentioned that CN now operates a switching station near Hightower and that a call to CN regarding the possibility of running power may be discussed. Finally more research into the upgrading the wind power will be needed before proceeding with any changes.

Action Item 5: Greg and Patrick to research viability of upgrading wind power at Hightower Station.

Motion: WCAS to proceed with battery upgrades at the Hightower Station with a budget of \$35,000.
Motion passed by consensus.

c. Agriculture Study

After some challenges we were able to reach Dr. Krupa, via Dr. Legge, where upon we learned Dr. Krupa and Dr. Nosil have parted ways. Dr. Krupa is still willing and interested in proceeding with the study and could provide a definite budget for the next meeting.

Action Item 6: Bob to request budget for Agriculture Study for next meeting.

12. Next Meeting Date: November 27, 2009

Appendix A

West Central Airshed Society					
Income Statement as at Aug 31, 2009					
	Year-to-Date			Total Budget For Year	Balance in Budget
	Actual	Budget	Variance		
REVENUES (Funding)					
Budgeted Membership Fees	458,455.83			900,000.00	(441,544.17)
Network Cost Sharing	-			-	-
West Fraser Hinton Pulp	7,176.00			14,352.00	(7,176.00)
Grants	27,500.00			55,000.00	(27,500.00)
2008 REVENUE (Net of GST)	493,131.83			969,352.00	(476,220.17)
EXPENSES					
OFFICE & ADMINISTRATION					
Bank Loan Interest	-	666.67	566.67	1,000.00	1,000.00
Bank & Credit Card Charges	857.34	733.33	(164.01)	1,100.00	202.66
Office Supplies (Stationary, Postage, Courier)	2,732.15	4,666.67	1,934.52	7,000.00	4,267.85
Office Equipment Rental (Printer)	1,140.62	400.00	(740.62)	600.00	(540.62)
Insurance	14,728.80	10,666.67	(4,062.13)	16,000.00	1,271.20
Computer Software & Accessories	234.10	733.33	499.23	1,100.00	865.90
Office Rental	4,960.00	3,333.33	(1,546.67)	5,000.00	20.00
Accounting & Legal	5,650.00	7,333.33	1,683.33	11,000.00	5,350.00
Telephone, Fax, Internet	7,463.35	10,000.00	2,536.65	15,000.00	7,536.65
Program Management	52,221.76	65,332.81	13,111.05	97,999.21	35,777.45
Office Manager / Admin. Assistant	21,528.00	22,604.40	1,076.40	33,906.60	12,378.60
Board Expenses (inc meetings)	4,216.98	5,710.67	1,493.69	8,566.00	4,349.02
Grants, Donations, Contributions, Honorarium	310.00	2,666.67	2,356.67	4,000.00	3,690.00
Annual Report	12,360.00	13,333.33	973.33	20,000.00	7,640.00
Communications, Advertising, Promotions	-	-	-	-	-
Meeting & Travel Expense	768.70	6,666.67	5,897.97	10,000.00	9,231.30
Website	1,904.76	1,333.33	(571.43)	2,000.00	95.24
Contractor Training	1,751.61	666.67	(1,084.94)	1,000.00	(751.61)
Emissions Inventory	-	-	-	-	-
Research & Development	-	10,000.00	10,000.00	15,000.00	15,000.00
TOTAL OFFICE & ADMIN EXPENSES	142,888.17	166,847.87	23,959.70	250,271.81	107,383.64
AMBIENT AIR MONITORING					
Station Communications (Modems)	1,606.20	-	(1,506.20)	-	(1,606.20)
Utilities Expense (Power, Telephone)	14,665.99	12,666.67	(1,999.32)	19,000.00	4,334.01
Hightower Reconstruction (Electrical, Propane)	54,556.46	28,666.67	(25,889.79)	43,000.00	(11,556.46)
Contractor Expense: Fuel (All)	27,224.45	42,000.00	14,775.55	63,000.00	35,745.55
Contractor Expense	130,600.10	139,316.40	8,716.30	208,974.60	78,374.50
Calibration Contractor (See TransAlta/Epcor)	-	-	-	-	-
QA/QC Expense	26,352.72	27,670.39	1,317.67	41,505.59	15,152.87
QA/QC Audit Expense	-	-	-	-	-
Site Maintenance & Development (Capital)	58,905.35	66,666.67	(2,238.68)	100,000.00	31,094.65
Technical Workshops	503.10	666.67	163.57	1,000.00	496.90
Station Trailer Rental	1,620.00	1,333.33	(86.67)	2,300.00	680.00
Field Supplies	15,081.99	33,333.33	18,251.34	50,000.00	34,918.01
Accommodations & Meals	2,988.05	4,666.67	1,578.62	7,000.00	4,011.95
Data Network Support & Software	8,852.79	7,333.33	(1,559.46)	11,000.00	2,107.21
Service Garage Construction	-	40,000.00	40,000.00	60,000.00	60,000.00
Operation & Maintenance for Acid Deposition	-	8,000.00	8,000.00	12,000.00	12,000.00
Boundary Expansion Study	-	-	-	-	-
Additional Air Monitoring Station in S.E.	-	-	-	-	-
TOTAL AAM EXPENSES	353,027.20	412,520.13	59,492.93	618,780.19	265,752.99
AGRICULTURE EXPENSE					
Operations Contractor	44,236.63	46,666.67	2,430.04	70,000.00	25,763.37
Soil Sampling & Analysis	2,808.75	1,866.67	(942.08)	2,800.00	(87.5)
Miscellaneous Expenses / Site Maintenance	522.00	1,333.33	811.33	2,000.00	1,478.00
Ag Study	-	-	-	200,000.00	-
TOTAL AGRICULTURE EXPENSE	47,567.38	49,866.67	2,299.29	274,800.00	27,232.62
HONORARIUMS					
Land & Co-op Honorariums	2,010.00	2,333.33	(476.67)	3,500.00	690.00
TOTAL HONORARIUM EXPENSE	2,010.00	2,333.33	(476.67)	3,500.00	690.00
ASSET ACCOUNTS					
Reclamation Trust Fund	2,000.00	1,333.33	(666.67)	2,000.00	-
WCAS Contingency Account	20,000.00	13,333.33	(6,666.67)	20,000.00	-
TOTAL ASSET ACCOUNTS	22,000.00	14,666.67	(7,333.33)	22,000.00	-
TOTAL EXPENSE	568,292.75	645,234.67	77,941.92	1,169,352.00	401,059.25
SURPLUS (DEFICIT)	(75,160.92)			(200,000.00)	

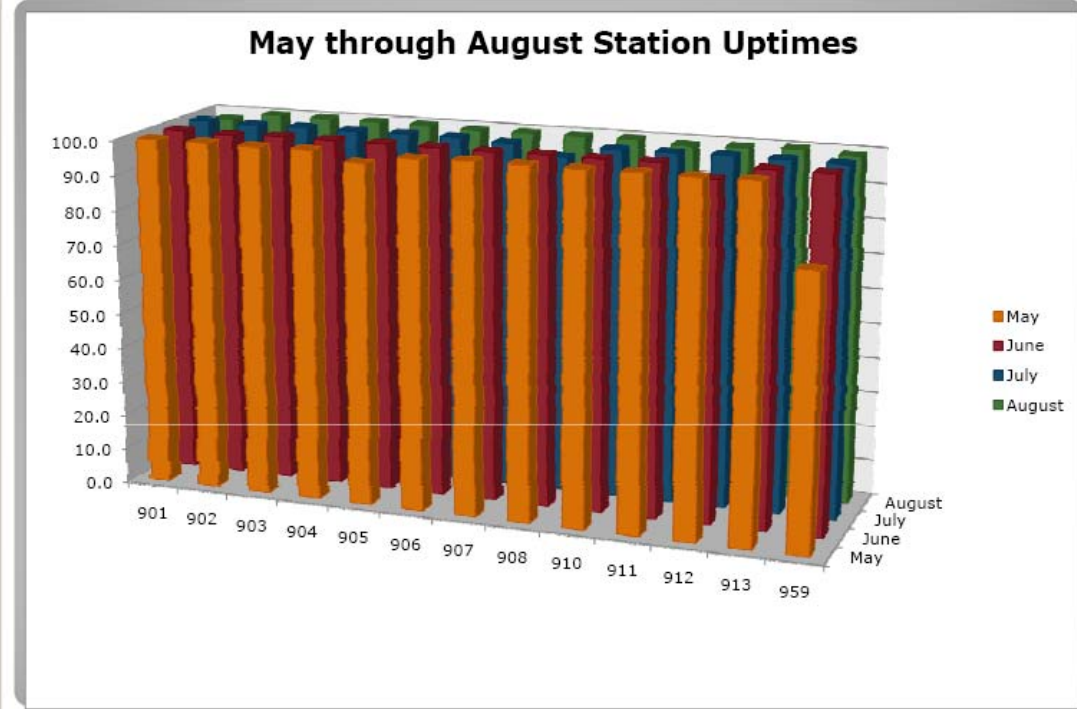
West Central Airshed Society - EPCOR/TRANSALTA

Income Statement as at August 31, 2009

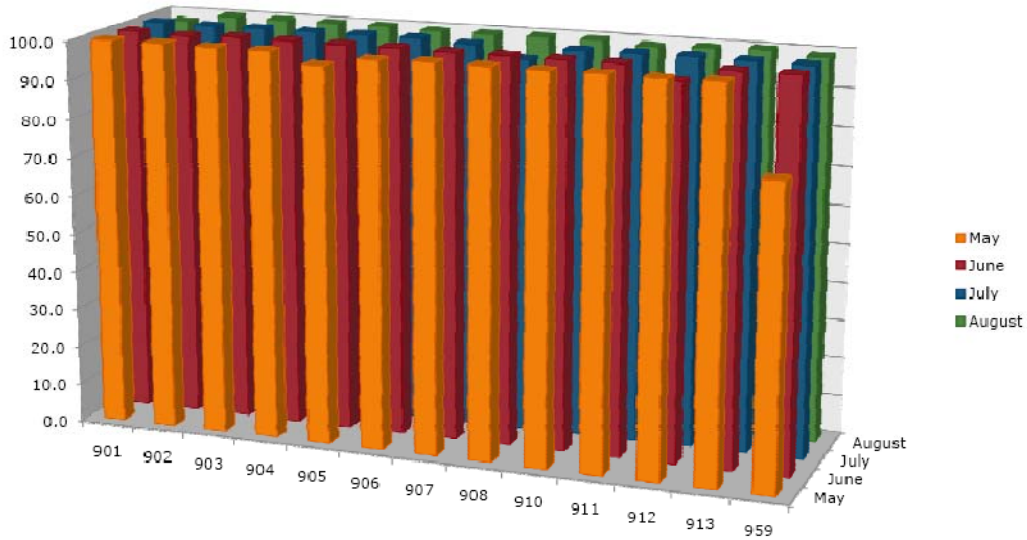
	Year to Date			Total Budget For Year	Balance in Budget
	Actual to Date	Budget	Variance		
REVENUES (Funding)					
Epcor Operating Agreement	30,924.40			32,860.32	1,936.42
TransAlta Operating Agreement	118,812.06			154,346.54	35,534.48
TOTAL 2008 REVENUES	\$ 149,736.46			\$ 187,207.36	\$ 37,470.90
EXPENSES					
AAM Program					
QA/QC Data Reporting	17,563.60	13,446.93	878.33	27,670.39	(8,474.40)
Utilities Expense (Telephone)	7,723.40	3,533.33	809.93	12,800.00	4,612.94
Site Maintenance	29,415.00	15,666.67	(12,749.33)	25,000.00	2,645.00
Contractor Expense	59,464.19	43,475.37	(10,988.82)	72,713.05	4,967.89
Data Network Support & Software	3,595.22	4,600.00	1,004.78	6,900.00	2,000.00
Field Supplies	10,054.63	20,000.00	9,945.37	30,000.00	(10,259.96)
Land Owner Honorariums	1,000.00	666.67	(333.33)	1,000.00	690.00
Insurance	9,819.20	7,415.95	(2,403.25)	11,123.92	472.57
TOTAL EXPENSE	\$ 136,641.24	\$ 124,604.91	\$ (15,636.33)	\$ 187,207.36	\$ (3,345.96)
SURPLUS (DEFICIT)	\$ 11,095.22			\$ -	

Appendix B

Uptime Efficiency and Exceedance Report



May through August Station Uptimes



May

May	Station Average Uptime Percentage
Tomahawk (901)	99.9
Violet Grove (902)	100.0
Carrot Creek (903)	99.9
Hightower (904)	100.0
Steeper (905)	97.3
Hinton (906)	99.6
Power (907)	100.0
Meadows (908)	100.0
Genesee (910)	99.8
Drayton Valley (911)	100.0
Edson (912)	99.8
Breton (913)	100.0
Wagner2 (959)	77.7

- Average network uptime: 98.0%
- Exceedances
 - None to report
- Monitoring notes for May
 - Wagner2 power disrupted due to maintenance at pumphouse.

May

June

June	Station Average Uptime Percentage
Tomahawk (901)	99.8
Violet Grove (902)	99.4
Carrot Creek (903)	100.0
Hightower (904)	99.9
Steeper (905)	99.9
Hinton (906)	100.0
Power (907)	99.8
Meadows (908)	100.0
Genesee (910)	99.9
Drayton Valley (911)	99.9
Edson (912)	96.4
Breton (913)	100.0
Wagner2 (959)	100.0

- Average network uptime: 99.6%
- Exceedances
 - None to report
- Monitoring notes for June
 - Power failure at Edson; station uptime 96.4%

June

July

July	Station Average Uptime Percentage
Tomahawk (901)	100.0
Violet Grove (902)	99.8
Carrot Creek (903)	100.0
Hightower (904)	99.9
Steeper (905)	100.0
Hinton (906)	100.0
Power (907)	99.4
Meadows (908)	96.5
Genesee (910)	99.6
Drayton Valley (911)	99.8
Edson (912)	100.0
Breton (913)	99.9
Wagner2 (959)	99.7

- Average network uptime: 99.6%
- Exceedances
 - Genesee
 - 7 readings over the AAAQO for Ozone (82 ppb) recorded on July 24th and 25th.
 - Maximum concentration of 101.2 ppb.
 - Believed to originate from Edmonton-Calgary corridor.
 - Tomahawk
 - 3 readings over the AAAQO for Ozone (82 ppb) recorded on July 24th.
 - Maximum concentration of 88.9 ppb.
 - Believed to be natural emissions.
- Monitoring notes for July
 - Nothing to Report!

July

August

August	Station Average Uptime Percentage
Tomahawk (901)	98.0
Violet Grove (902)	100.0
Carrot Creek (903)	99.9
Hightower (904)	99.9
Steeper (905)	99.9
Hinton (906)	99.4
Power (907)	99.5
Meadows (908)	99.6
Genesee (910)	99.7
Drayton Valley (911)	99.0
Edson (912)	99.5
Breton (913)	100.0
Wagner2 (959)	99.1

- Average network uptime: 99.5%
- Exceedances
 - Hinton (TRS)
 - 1 one-hour in excess of 10 ppb H₂S
 - Maximum concentration of 11.2 ppb
- Monitoring notes for August
 - Nothing to Report!

August