



GENERAL MEETING MINUTES NOVEMBER 26, 2010

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
Reeve Wes Tweedle	Brazeau County
Audrey Kelto	Leduc County
David Brand	Sherritt Coal
Kelly Fyhn	Capital Power Corporation
David Helmer	Alberta Environment
Charlene Parker	Shell Canada
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: Bob to apply for Alberta Environment grant to be used to review the WCAS's data.

Action Item #2: Heather to add the following to the 2011 budget: \$10,000 - Ag Study Peer Review, \$51,000 - Upgrade Edson Station to monitor for AAQI, \$10,000 - Educational Programs, \$10,000 - Dr. Kindzerski Review of new Wagner and a possible 5th power plant location.

1. Welcome and Introductions

Cecil Andersen called the meetings to order at 10:30 a.m.. Introductions were made.

2. Approval of Agenda

Approved with the following additions: ABEV Audit, Next Year's Meetings

3. Approval of the September 24, 2010 Meeting Minutes

Approved as presented.

While waiting for several board members, the following items were discussed.

*Cecil has spoken with Rob MacIntosh of the Pembina Institute regarding board participation. Currently there is no one locally available, but Rob will check with the Edmonton representatives.

*Dr. Sievering Presentation/Agriculture Study

Currently Dr. Sievering is midway through the development of a final report, which should be completed by May, in time for our AGM. This study has included data on the chronic effects of air quality on both alfalfa and Saskatoon's as well as the acute effects on white spruce. It has taken into account a variety of factors including climatology and pests. A recent presentation of early results by Dr. Sievering, had 13 people from our community in attendance.

Early discussions have concluded that there are definable results and the report should have strong conclusions. Due to the study's significance, a peer review would be highly valuable. The original study's peer review cost approximately \$10,000.

4. Financial Update: Heather Plumb

Presented was the Statement of Revenue and Expenses as at November 15, 2010. (Appendix A)

At this point we have three major outstanding contributions that we expect should pay. They include ConocoPhillips, PennWest and CNRL. The remaining outstanding invoices are generally related to organizations not interested in participating. A recent discussion at the Alberta Airshed Council concluded that due to high turnover and a lack of buy in, the airsheds will have to do a better job of promoting value. In an effort to support better promotions, WCAS recently attended the Synergy Conference.

Alberta Environment has announced an RFP to look further at funding options for the airsheds. Options include the Government collecting fees or delegating that power, it could also result in requirements through permits. The general feeling is that it is unfair that several companies are carrying the entire load. This RFP will look at options and mechanisms to weight options, it should take approximately another year and a half to complete. Possible mechanisms include the Government collecting fees then funding programs, much like in Southern California and British Columbia, the Government giving municipalities the authority to collect fees, set targets and penalties, or another option would be an Alberta solution, which would be a third solution.

Further discussions regarding the Cumulative Effects Management has reintegrated that there will be more opportunities for input. Specifically the opportunity to look at soft management, including the promotion of clean air initiatives (i.e. anti-idling, reductions in burning garbage, and enhanced traffic flow).

5. Review of Action Items: Bob Scotten

Previous Action Item #1: Bob to invite the ERCB to the next board meeting and to provide them with a draft of issues.

WCAS did not extend the ERCB invitation to discuss data, as there is a discussion taking place at a higher level. **Action Complete**

Previous Action Item #2: Bob to ask Dr. Kindzerski for a presentation of rainfall ph.

Dr. Kindzerski will provide us with a future date for a presentation. **Action Ongoing**

Previous Action Item #3: Bob to invite Dr.Sievering to present on findings.

Presented on this past Monday and will make a final presentation in May. **Action Complete**

Previous Action Item #4: Bob and Greg to develop an Alberta Air Quality Index budget proposal for next meeting.

In order to report on AAQI a station must monitor for NO_x, SO₂, PM 2.5, CO and O₃. Currently the Edson station is missing NO_x, O₃ and CO, and could be installed at a cost of approximately \$51,000. WCAS would then have two stations equip to report on AAQI, Edson and Hightower.

Currently the WCAS inventory of spare parts in low. Spares needed include SO₂ and O₃ analyzers. Also a recent weather incident forced the replacement of the wind head at Hightower. The time frame to replace parts is often 6-10 weeks. The question was raised as to how often we need to dip into the spares. In the past week two NO_x analyzers had to be replaced due to the cold. While renting is an option, it is quite costly. **Action Complete**

Previous Action Item #5: WCAS to extend invitation and/or an offer of membership to the Synergy Edson group.

While we would like to have representation on our board, the difficulty has been getting schedules to line up. **Action Complete**

6. Zone Managers Report: Bob Scotten

A) Network Status

The annual ABEV audit turned out quite well. There were a few items that required on site repair as well as some discussion regarding a cylinder at Hinton. The data was rerun and resubmitted.

Both the network and the Capital Ozone Project are running well.

B) Hightower Update

C) Portable Generator

The new portable generator will be ready in three weeks and will be equipped with a GPS locator and will be housed in a tent structure at the shop, as the diesel off gassing prevents it being stored in the shop. The suggestion was also made that the generator should be rotated in use, as sitting may limit its lifetime.

D) Capital Ozone Project

All three of the stations are running well and have had no major issues. This program should last until October 2011.

E) Capital Air Partnership (Ozone Management Plan)

The ozone monitors are located upwind and downwind of Edmonton and should result in significant findings. Additionally VOC data has been collected and will be again from March to September.

F) South East Monitoring Station

Dr. Kindzerski is currently working on finalizing a report.

G) Agriculture Statistical Review - Dr. Sievering

Dr. Sievering should be completed in early spring.

H) Landuse Framework, Cumulative Effects Management, Integrated Monitoring and Reporting Framework

Please see discussion from the start of the meeting.

I) Budget 2011

Grants:

At this point WCAS has not applied for the ABEV grant available to airsheds, as this grant was targeted at struggling airsheds and their administration expenses. By applying for this grant WCAS would have been taking away from the organizations that really needed the funds. There is a second grant available which closes on February 15, which does not have specific requirements.

Bob has also been in discussions with Alberta Health regarding the possibility of integrating air quality with health issues. This would highlight both value for the public and educational components for our communities. This process would necessitate the an extensive review of our past 15 years worth of data, at a cost of approximately \$100,000.

A proposal for this grant would take a solid week of Bob's time to put together.

Action Item #1: Bob to apply for Alberta Environment grant to be used to review the WCAS's data.

TransAlta/Capital Power:

As the power plant stations age, a growing concern is the aging and replacement of the analyzers. The current analyzers are no longer supported and therefore nearly impossible to maintain. While WCAS does not have a specific replacement schedule, we do track out inventory by age.

New Line Item:

The board would like to see the addition of a \$10,000 budget to be used for Educational Programs such as Vehicle Emissions. With the caveat that all programs offered can be measured (i.e. an evaluation sheet).

New Line Item:

The board would like to add a \$10,000 budget for a study by Dr. Kindzerski regarding the placement of the new Wagner location as well as a possible fifth power plant station.

Action Item #2: Heather to add the following to the 2011 budget: \$10,000 - Ag Study Peer Review, \$51,000 - Upgrade Edson Station to monitor for AAQI, \$10,000 - Educational Programs, \$10,000 - Dr. Kindzerski Review of new Wagner and a possible 5th power plant location.

7. Air Monitoring Update: Patrick Andersen (Appendix B)

8. Other Business:

2011 Meeting Dates: February 25, May 27 (Annual General Meeting), September 23, November 18

APPENDIX A

West Central Airshed Society

Income Statement ESTIMATE for 2010/BUDGET for 2011

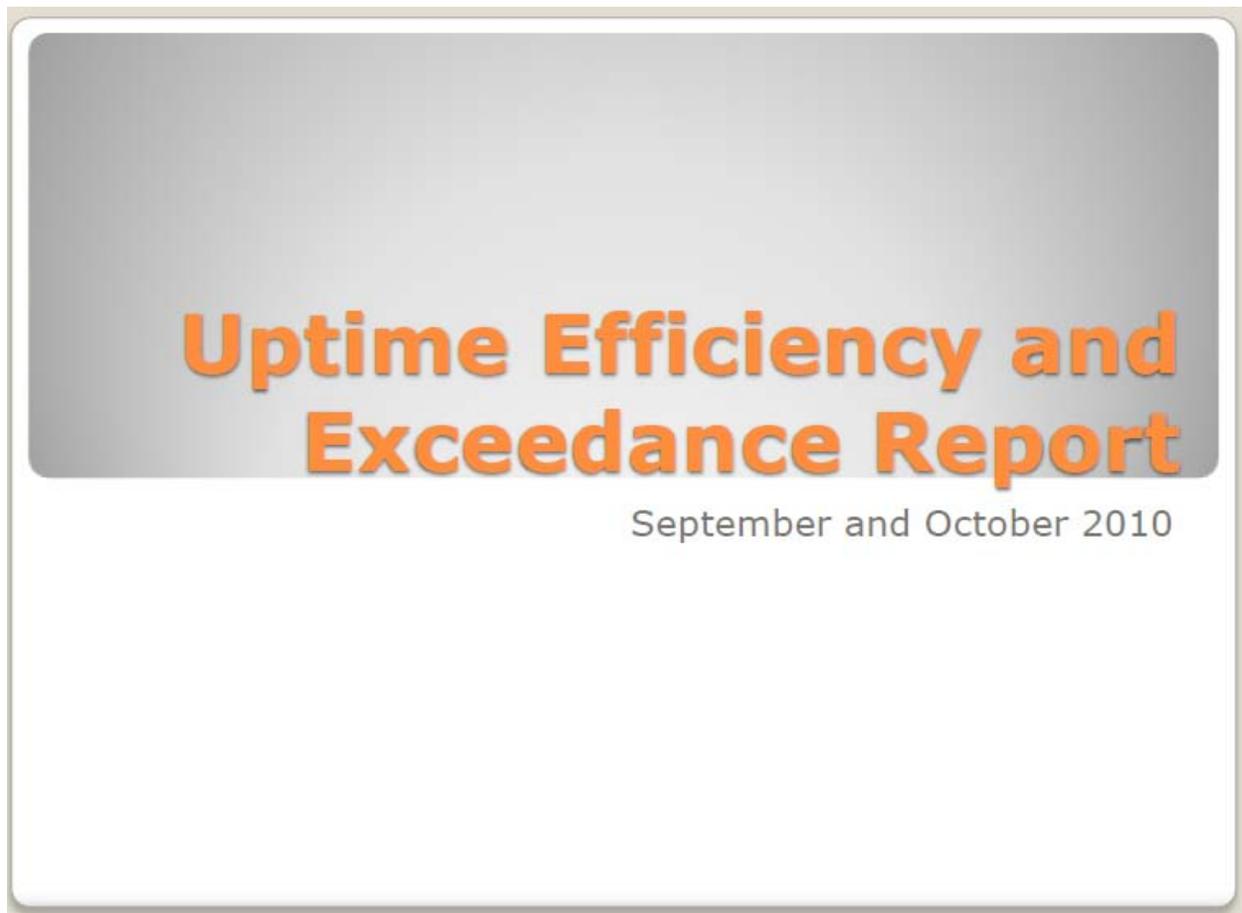
	2011 Budget	2010 Year End Est.	Actual (Nov.)	Year-to-Date		Total Budget For Year
				Budget	Variance	
REVENUES (Funding)						
Budgeted Membership Fees	650,000.00	650,000.00	802,321.12			660,220.87
Network Cost Sharing	-	-	-			-
West Fraser Hinton Pulp	14,359.92	14,359.92	11,960.00			36,867.12
Capital Power Corp. Mem. Fees	36,867.12	36,867.12	-			116,745.86
TransAlta Generation Partnership Mem. Fees	116,745.86	116,745.86	-			14,352.00
Grants	55,000.00	55,000.00	43,922.77			55,000.00
Capital Ozone Project	75,000.00	-	-			-
REVENUE (Net of GST)	947,972.90	872,972.90	858,203.89			883,185.85
EXPENSES						
OFFICE & ADMINISTRATION						
Bank Loan Interest	-	-	-	-	-	-
Bank & Credit Card Charges	600.00	570.22	522.70	1,191.67	668.97	1,300.00
Office Supplies (Stationary, Postage, Courier)	2,000.00	1,729.73	1,585.59	3,208.33	1,622.74	3,500.00
Office Equipment Rental (Printer)	4,000.00	3,792.50	3,476.46	3,438.01	(38.45)	3,750.56
Insurance	18,000.00	17,580.35	17,580.35	14,666.67	(2,913.68)	16,000.00
Computer Software & Accessories	100.00	65.44	59.99	366.67	306.68	400.00
Office Rental	14,400.00	9,960.00	4,980.00	4,583.33	(396.67)	5,000.00
Accounting & Legal	6,000.00	5,650.00	5,650.00	5,500.00	(150.00)	6,000.00
Telephone, Fax, Internet	11,000.00	9,762.46	8,948.92	10,083.33	1,134.41	11,000.00
Program Management	99,016.58	93,015.71	85,264.40	88,121.57	2,857.17	96,132.62
Office Manager / Admin. Assistant	34,258.58	33,260.76	30,489.03	30,489.03	-	33,260.76
Board Expenses (inc. meetings)	2,000.00	1,800.02	1,650.02	4,583.33	2,933.31	5,000.00
Grants, Donations, Contributions, Honorarium	400.00	-	-	284.17	284.17	310.00
Annual Report	10,000.00	7,442.26	7,442.26	11,000.00	3,557.74	12,000.00
Communications, Advertising, Promotions	3,400.00	3,208.60	2,941.22	916.67	(2,024.55)	1,000.00
Meeting & Travel Expense	10,000.00	9,500.00	9,137.71	1,833.33	(7,304.38)	2,000.00
Website	10,000.00	2,000.00	1,979.73	1,833.33	(146.40)	2,000.00
Contractor Training	2,000.00	924.68	847.62	1,833.33	985.71	2,000.00
QAP (Dr. Kindzerski)	10,000.00	-	-	-	-	-
Educational Programming	10,000.00	-	-	-	-	-
TOTAL OFFICE & ADMIN EXPENSES	247,175.16	200,262.74	182,556.00	183,932.78	1,376.78	200,653.94
AMBIENT AIR MONITORING						
Station Communications (Modems)	1,000.00	2,063.22	2,063.22	1,191.67	(871.55)	1,300.00
Utilities Expense (Power, Telephone)	15,000.00	13,074.08	11,984.57	12,833.33	848.76	14,000.00
Hightower (Electrical, Diesel)	25,000.00	33,802.37	30,985.50	45,833.33	14,847.83	50,000.00
Contractor Expense: Fuel (All)	43,200.00	42,909.23	39,333.46	39,416.67	83.21	43,000.00
Contractor Expense	215,184.39	208,916.88	191,507.14	191,507.14	-	208,916.88
Calibration Contractor (See TransAlta/Epcor)	-	-	-	-	-	-
QA/QC Expense	41,936.44	40,715.04	37,322.12	37,322.11	(0.01)	40,715.03
QA/QC Audit Expense	-	-	-	-	-	-
Site Maintenance & Development (Capital)	100,000.00	59,010.51	54,092.97	91,666.67	37,573.70	100,000.00
Technical Workshops	1,100.00	1,080.52	990.48	641.67	(348.81)	700.00
Station Trailer Rental	2,500.00	1,985.45	1,820.00	2,200.00	380.00	2,400.00
Field Supplies	30,000.00	17,081.61	15,658.14	27,500.00	11,841.86	30,000.00
Accommodations & Meals	5,000.00	4,451.91	4,080.92	4,583.33	502.41	5,000.00
Data Network Support & Software	8,000.00	7,069.09	6,480.00	7,333.33	853.33	8,000.00
Shop Expense	2,000.00	1,189.71	1,090.57	3,666.67	2,576.10	4,000.00
Capital Ozone Project	75,000.00	45,452.85	41,665.11	-	(41,665.11)	-
Operation & Maintenance for Acid Deposition	-	-	-	-	-	-
Boundary Expansion Study	-	-	-	-	-	-
Additional Air Monitoring (S.E.)	-	-	-	-	-	-
TOTAL AAM EXPENSES	564,920.83	478,802.47	439,074.20	465,695.92	26,621.71	508,031.91
AGRICULTURE EXPENSE						
Operations Contractor	75,000.00	66,377.38	60,845.93	64,166.67	3,320.74	70,000.00
Soil Sampling & Analysis	10,000.00	8,534.89	7,823.65	3,666.67	(4,156.98)	4,000.00
Miscellaneous Expenses / Site Maintenance	500.00	54.55	50.00	458.33	408.33	500.00
Ag Study	20,000.00	43,075.75	39,486.10	-	-	75,000.00
TOTAL AGRICULTURE EXPENSE	105,500.00	74,966.81	108,205.68	68,291.67	(427.91)	149,500.00
HONORARIUMS						
Land & Co-op Honorariums	3,000.00	-	2,310.00	2,750.00	440.00	3,000.00
TOTAL HONORARIUM EXPENSE	3,000.00	-	2,310.00	2,750.00	440.00	3,000.00
ASSET ACCOUNTS						
Reclamation Trust Fund	2,000.00	2,000.00	2,000.00	1,833.33	(166.67)	2,000.00
WCAS Contingency Account	20,000.00	20,000.00	20,000.00	18,333.33	(1,666.67)	20,000.00
TOTAL ASSET ACCOUNTS	22,000.00	22,000.00	22,000.00	20,166.67	(1,833.33)	22,000.00
TOTAL EXPENSE	942,595.99	776,032.03	754,145.88	740,837.03	26,177.24	883,185.85
SURPLUS (DEFICIT)	5,376.91	96,940.87	104,058.01			0.00

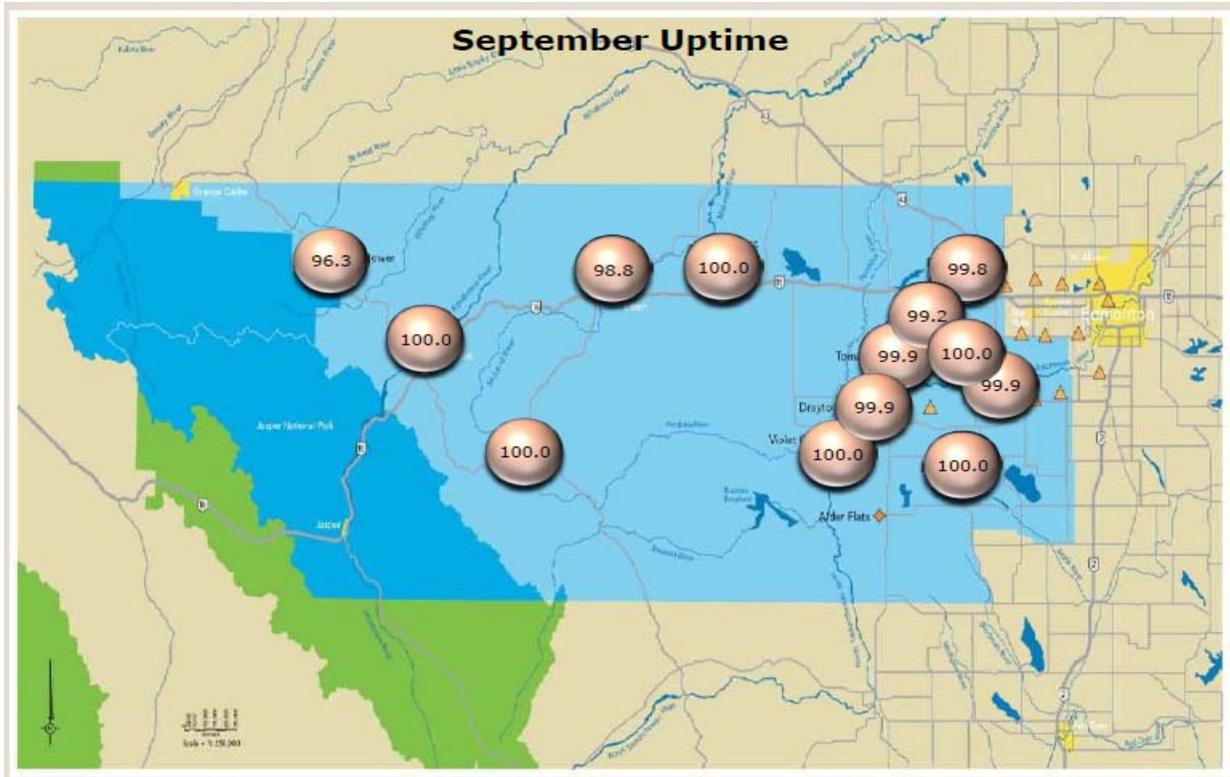
West Central Airshed Society - CAPITAL POWER/TRANSALTA

Income Statement ESTIMATE for 2010/BUDGET for 2011

	2011 Budget	Year End Est.	Year-to-Date			Total Budget For Year
			Actual (Aug.)	Budget	Variance	
REVENUES (Funding)						
Capital Operating Agreement	40,152.18	37,975.08	28,481.34			37,975.11
TransAlta Operating Agreement	126,785.81	120,254.52	60,127.32			120,254.55
TOTAL 2008 REVENUES	\$ 166,937.99	\$ 158,229.60	\$ 88,608.66			\$ 158,229.66
EXPENSES						
AAM Program						
QA/QC Data Reporting	27,957.63	27,143.28	24,881.34	25,364.52	483.18	27,670.39
Utilities Expense (Telephone)	10,000.00	8,653.47	7,932.35	11,433.24	3,500.89	12,472.63
Site Maintenance	7,000.00	20,000.00	19,331.43	845.81	(18,485.62)	922.70
Contractor Expense	85,480.35	83,063.95	76,141.95	77,989.35	1,847.40	85,079.29
Data Network Support & Software	5,000.00	4,712.73	4,320.00	4,143.33	(176.67)	4,520.00
Field Supplies	20,000.00	16,554.25	15,174.73	15,159.12	(15.61)	16,537.22
Land Owner Honorariums	1,000.00	1,000.00	1,000.00	916.67	(83.33)	1,000.00
Insurance	10,500.00	10,339.60	10,339.60	9,191.81	(1,147.79)	10,027.43
TOTAL EXPENSE	\$ 166,937.98	\$ 171,467.28	\$ 159,121.40	\$ 145,043.86	\$ (14,077.55)	\$ 158,229.66
SURPLUS (DEFICIT)	\$ 0.01	\$ (13,237.68)	\$ (70,512.74)			\$ -

APPENDIX B





- Average network uptime: 99.5%
- Exceedances
 - None to report
- Monitoring notes for September
 - Power problems and DAS failure related to power at Hightower
 - Returned an uptime of 96.3%

September

