



WCAS General Meeting Meeting Notes January 18, 2007

9:00 a.m. – 3:00 p.m.

Regent Business Center
5108 51st St
Drayton Valley, AB

In Attendance:

Cecil Andersen	Pembina Agriculture Protection Association
Dave Stewart	Talisman Energy
Gwen Wood	EUB
Jerry Navarro	TransAlta
Robert Kitching	Brazeau County
Andy Lamb	AB Environment
Rick Phaneuf	AB Environment
Hercules Georgiadis	Hinton Pulp
Adam Stokowski	David Thompson Health
Audrey Kelto	Leduc County
Jeff Sansom	EPCOR
Mike Woods	Weyerhaeuser Ltd.
Mary Griffiths	Pembina Institute

WCAS:

Bob Scotten	Executive Director
Patrick Andersen	Environmental Specialist

Absent with Regrets:

Steven Probert	Capital Health
David Brand	Luscar Ltd.

ACTION ITEMS

Action Item 1: Patrick to forward meeting minutes to update the website.

Action Item 2: Bob to retain a local accountant to help with budget trending.

Action Item 3: Patrick to present 2006 final budget to board by end of second Quarter.

Action Item 4: Patrick and Gwen to contact companies with outstanding balances with WCAS greater than \$1000.

Action Item 5: The compensation committee to examine the proposed contracts before submission to lawyer.

Action Item 6: Bob to have bylaw and business plan presentation distributed to the board before the next meeting.

Action Item 7: Bob to draft a letter to Deputy Minister Peter Watson regarding coordination of airshed strategies for air quality management.

Action Item 8: Bob to have a "working alone" program implemented immediately as well as beginning safety training for the contractors.

1. Welcome and Introductions

Cecil Andersen called the meeting to order at 9:18 a.m. Introductions were made and the good turnout was noted.

2. Approval of Agenda

The agenda for this meeting was approved by consensus.

3. Approval of November 24, 2006 Draft Minutes

The meeting notes of the November 24, 2006 meeting were accepted by consensus.

4. Review of the November 24, 2006 Action Items

Action Item 1: Dave, Jerry and Bob to generate a report for the board on the compensation recommendations made and to distribute it to all board members via email. A quick response is requested of all board members by email is requested.

Presentation made in the Contractor Compensation Review (Agenda Item 6).

Action Item 2: Bob to have the contracts updated and vetted through a labour lawyer to ensure they comply with all regulations.

Bob reported that the contracts have been updated and drafts have been distributed to the board before submission to a lawyer.

Action Item 3: Bob to have a "working alone" program implemented immediately as well as beginning safety training for the contractors.

Greg has developed a plan and the document distributed for discussion (Agenda Item 9).

Action Item 4: Patrick to distribute the current expense spreadsheet to all board members for review.

The spreadsheet has been distributed for discussion (Agenda Item 5).

Action Item 5: Gwen to contact ConocoPhillips regarding their outstanding invoice.

Patrick reported that ConocoPhillips has contacted him and was in the process of issuing cheques for the outstanding invoices.

Action Item 6: Patrick to examine the 2005 non-payer list to determine who is not likely to settle their accounts.

Patrick indicated that this item is complete.

Action Item 7: Patrick to generate list of accounts payable contacts.

Patrick reported that this item is complete.

Action Item 8: Gwen to contact Focus to determine if the proposed emissions inventory includes battery sites. As well, she is to acquire a more formal quote and a timeframe for completion of the inventory.

Patrick indicated that this item is complete; the emissions inventory is complete and Patrick has begun working on the invoicing.

Action Item 9: Patrick to integrate the Epcor/TransAlta budget into the main budget.

Patrick indicated that this item is complete, and the main budget was prepared for discussion (Agenda Item 10).

Action Item 10: Bob to generate a business plan looking forward through the five-year future timeframe.

Bob reported that the business plan is incomplete due to loss of data from his computer. This item is acknowledged as **Ongoing**.

Action Item 11: Bob to draft a letter for the Chairman thanking Alberta Environment for the Climate Change grant received for the Hightower station.

The letter has been drafted and mailed.

Action Item 12: Bob to contact environmental groups in the proposed expansion area to determine if there is support for expansion of the airshed.

Bob reported that he has contacted groups in the area, but has received no response back. Mary indicated that if there have been no responses, there are probably no objections.

Action Item 13: Andy to organize generating the Hightower report with the Alberta Environment communications department.

Andy and Bob have decided that this report will be generated to coincide with the formal startup of the station (Agenda Item 11a). This item is acknowledged as **Ongoing**.

5. Financial Update

The Statement of Revenue & Expenditures at December 31, 2006 was reviewed (Appendix A). Patrick indicated that it is not final, as there are still outstanding invoices that are expected to be filled and bills from December are still trickling in. It is expected that a final report will be available for the next board meeting.

A net surplus of \$174,728 up to that point was reported. A large variance in the communications expense was noted. Bob indicated that this item encompasses the annual report, his mileage and website expenses. As not all of these expenses have been submitted and accounted for, this accounts for some of the variance. Mary was concerned by the lack of updating on the website; for example, no minutes of board meetings in 2006 have been posted. Patrick was charged with sending the missing minutes as well as the annual report on to Marc to update the website (**Action Item 1**).

A large variance in the Honorarium & Board Expenses line was also noted. Bob explained that the budget value was selected to ensure there would be no shortfall, and that some members had not submitted an invoice yet. Dave suggested that a final statement of variances and explanations be generated when all 2006 receivables/payables have been settled.

The Epcor/TransAlta statement (Appendix A) showed a slight variance, but this is expected to drop to zero once the December values are added in.

The projected budget was discussed at this point. Bob indicated that it is difficult to predict our status in the coming years, identifying the potential northern boundary expansion as well as probable Sentinel involvement. He indicated that he would like to expend some of the budgetary surplus on capital replacement, specifically the equipment requested by Greg. As well, he proposed construction of a workshop facility at the Meadows site, with a cost of ~\$40,000. Mike indicated that Wayerhauser's approval is moving from PM₁₀ to PM_{2.5} monitoring, which may free up a PM₁₀ analyzer for replacement another site.

Bob suggested that, all things remaining equal, membership fees could be reduced to minimize the budget surplus. Mary suggested that revenues could decrease as air quality standards are strengthened and thus less pollution released, to which Jerry replied that the cost per pollution unit may have to increase.

Dave would like to see WCAS develop some trending of our budgetary items to attempt to capture changes in regulations, industry and to plan for the future. Bob indicated our auditor may be able to suggest someone to develop these systems. An accountant in Drayton Valley was suggested, and Bob was charged with making arrangements to implement this trending (**Action Item 2**). Dave expressed that he would not like to see WCAS adjust our membership fees until some trending data has been gathered. He would like to see the final 2006 statement by the end of the first Quarter and an analysis of these values to be presented to the board by the end of the second Quarter (**Action Item 3**). Bob indicated that the accountant (Rob Fedema) needs to be updated on these developments. Jerry would like to see a two year plan to decrease the excess cash on hand rather than making large individual corrections. He suggested that a cash buffer may be required for incidental start up costs in the northern expansion, even though it is expected to be cost neutral (see November 24, 2006 minutes).

Overdue invoices were discussed next (Appendix A), with Gwen indicating that she would contact some of these companies. Bob indicated the overdue balance for 2006 is not unreasonably large, and Dave suggested we address operators with outstanding balances greater than \$1,000 and write off the rest (**Action Item 4**). Discussion of alteration to the billing procedure was undertaken, with Jerry suggesting billing on a quarterly basis to attempt capture the volatility in ownership of facilities. Patrick and Gwen indicated that the amount of work required to do this would be prohibitive. Dave noted that 80% of our income is generated from 10% of the producers, and that trending the non-paying organizations may be more effective. It was indicated that it is generally American companies that flatly refuse to participate, as well as the railways. Rick indicated that PennWest is an excellent participant and it helps WCAS as they consolidate ownership of facilities in the region.

6. Contractor Compensation Review

Discussion of the use of committees was undertaken, as the point of charging a committee with generating recommendations was questioned if the whole board must review all the data before approving the recommendations. Mike indicated that the bylaws dictate that all financial commitments must come back to the board.

Discussion of the contractor compensation recommendations were performed in camera; Patrick and Cecil excused themselves for these discussions. The proposed changes to the contractor compensation packages were approved:

Tech I: Considered equivalent to a Senior Tech with Alberta Environment; the committee recommended a \$5,000/year increase to this salary.

Tech II: A \$5,000/year increase to this salary was also recommended.

Tech III, Data Management and Zone Manager: A 3% inflationary increase was proposed.

Bob circulated a modified contract supplied by Dave, with a Schedule A for each individual position to update and define their roles. The compensation committee was asked to examine the contracts and offer alterations before they are submitted to a lawyer and brought back to the board for approval at the next meeting (**Action Item 5**).

7. Bylaw Review, Business Plan

Bob was unable to make his presentation due to hard drive failure two days before the meeting and will have to recreate his work. He indicated he would have materials for the board to consider before the next meeting (**Action Item 6**). This item was **Deferred**.

8. PM and Ozone Management Discussion

The Bob Myrick letter (Appendix B) was distributed, and discussion as to the role WCAS is meant to fill was undertaken. It was indicated that WCAS is expected to take the lead in air quality management in our borders. This is considered to be a substantial shift in focus and that WCAS has not yet agreed to this role. It was noted that PAMZ has begun to take this role and has requested compensation from Alberta Environment, although no grant has been issued as of yet.

Since receiving the letter, Bob contacted Bob Myrick for more information on what was expected from WCAS as we had no more information or direction than what was contained in that letter and that he is uncomfortable taking any sort of lead. Bob Myrick suggested this should be looked at as an opportunity to broaden the mandate of the airshed. There was a general concern from the board that we do not have enough information or guidance to go forward.

Andy indicated that PAMZ has formed a steering committee to start to determine what form this new role will take. Other airsheds are of unknown status on this topic. He indicated that since the airsheds already have access to the stakeholders in their regions and structures in place, they are considered to be a natural starting place for these changes.

Rick detailed the area affected by the *management plan* status (See September 22, 2006 minutes for CASA presentation), and that while natural sources of ozone and particulate matter play the most significant role, emissions are expected to play a larger role and the general trend for these pollutants is upward. Jerry asked if these emissions can be apportioned, suggesting CN Rail as an example, to which Rick replied that traditional non-stakeholders are flagged in the measurements. Jeff indicated that stakeholders from the urban areas are outside of our region and should have some input.

Andy and Rick expressed that Alberta Environment issued this letter to open discussion on the topic and to get airsheds to begin to consider what role in air quality management they should take. They indicated that non-traditional pollution sources are becoming more significant and this is part of the reasoning behind the initiative.

Cecil indicated that he feels this is a provincial issue, not a zone issue. Jerry suggested that since this is an issue for multiple airsheds, a strategy should be organized between them, and perhaps a symposium of stakeholders, airsheds and government would be beneficial to generate a general strategy and determine who needs to be involved. Robert said that Alberta Environment will be pushing for a management plan to be in place when the first exceedence occurs and that a collective approach of some nature is really needed to coordinate efforts. Bob indicated that there will be an Airshed Council meeting next week, and that could help coordinate. Bob was charged with drafting a letter to Peter Watson to suggest coordinating a workshop to further development of a strategy (**Action Item 7**).

9. Safety Policy Discussion

Greg has developed a working alone policy and this was brought forward for discussion. Bob indicated that Greg has already taken training under the Construction Safety Program and that he would like all of the contractors to take it. The technicians are also to take hazardous material handling training as well as WHMIS, as they routinely handle compressed gasses (**Action Item 8**).

The callout procedure was discussed, and minor alterations made to the wording. Discussion on refinements to the procedure, particularly narrowing the 4-hour check in window to 1-2 hours ensued. Mike offered to provide some documentation on how Weyerhaeuser handles working alone and Jerry offered documentation on daily hazard assessment.

Bob detailed the plan to purchase satellite phones for the technicians. The capital cost would be \$3,000 with \$50/month/unit for airtime and asked permission to proceed with the purchase. Consensus on this topic was reached.

10. 2007 Budget Proposal Discussion

Patrick and Bob presented the revised 2007 proposed budget. The five-year projected budget was discussed in greater depth in Agenda Item 5. Bob asked that \$75,000 be allocated from the 2006 budget to make equipment replacement purchases requested by Greg. Consensus was reached on this topic.

a. 2007 Proposed Budget

Jerry indicated he would like to see money set aside for contingencies such as northern expansion and any duties we accept from the Sentinel group. Discussion on how best to integrate this alteration was undertaken. Modification to the budget was made in deletion of the "Grants, Donations & Contributions" item and creation of a "Research & Development" item to capture these potential costs, as well as any costs from the Ozone and PM framework discussed in Agenda Item 8.

\$40,000 for construction of a service garage was added to the budget.

Jerry also asked that the fuel expense be separated from the contractor salary to provide greater resolution into the fluctuations in our costs. Bob was charged with generating a process for adjusting mileage costs with fuel prices (**Action Item 9**).

Bob indicated he would contract a consultant to generate the annual report, as he feels it would be money well spent.

The budget was accepted as amended by consensus.

b. Five-Year Projected Budget

This topic was covered in depth in Agenda Item 5. Dave reiterated that trending our budget behaviour will help WCAS refine our projections and address the budget surplus responsibly.

11. Zone Managers Report

Bob reviewed his activities over the last few months.

Attended Airshed Council meetings in September and January

Attended Alberta Environment meetings on development of the Centre of Excellence, designed to be a program where technicians can receive training and advice on instrumentation. Bob indicated he would be attending a second meeting later in the week. More information will be available as the program develops.

Attended four Sentinel meetings since September, and sits on their communications committee as well as a sub committee to design a monitoring program. Discussed in more detail in Agenda Item 11b.

Did a presentation in September for the Edson Synergy Group with Dr. Kindzierski.

a. Hightower Station Report

Bob informally presented some pictures during Agenda Item 6, and due to battery failure of his laptop, was unable to formally present them to the board. He expressed that the station is close to completion, and Greg had a number of the monitors operating. Bob indicated that the gate and signage discussed in the September 22, 2006 meeting were still to be installed, but were not forgotten. Discussion on how to promote the station was undertaken, with Andy and Bob agreeing that once the station was fully functional, a joint report would be issued. Promotion on the WCAS website as well as in the annual report and generation of a newsletter were all put forward. A tour for the board as well as an open house was all met with enthusiasm. Rick suggested that we may be able to apply for an Emerald Award once 6-8 months of data had been gathered.

b. Sentinel Monitoring Program Update

Bob reported that he had attended a Sentinel meeting on January 17th. He reported that they are quite behind schedule, as they expected to have a monitoring program in place by this time. They are undertaking some modeling to determine the best locations for monitors. There is much discussion about the sensitivity of the ERP devices; They trigger at 2ppm, while the concern is for exposures below 2ppm. The Sentinel group is looking to come to some conclusions in the next 2-3 months.

Bob also indicated that all players are very interested in WCAS taking on monitoring, maintaining a website with information and communication of gathered data to interested parties. During discussion of presentation of real time data by WCAS it was determined that it should include a disclaimer stating that it is presented "as is" with no warranty of accuracy until the AQ/AC procedures have been undertaken.

Bob indicated that we are still waiting for a proposal by the Sentinel group to bring forward to the board.

Jerry asked if they had a schedule for startup or costs, to which Bob said they were still uncertain but understand that WCAS is not willing to bear any net cost of the operation. Jerry also expressed concern over manpower, especially with potential expansion. Bob indicated that he can acquire more technicians, but perhaps not enough to cover all the potential growth.

Gwen expressed interest in the opportunities for public outreach.

12. Air Monitoring Update

a. Airshed Monitoring Activities Report

Patrick made a brief PowerPoint presentation (Appendix X), reporting a network up time of 99.2% and 99.9% in January and February respectively. No exceedances were reported in these months.

b. Information Requests Report

Dick Puurveen with the University of Alberta requested all the data gathered by the Breton station in 2006.

A request for all meteorological data gathered from 2000 on through the end of 2006 from Drayton Valley, Tomahawk and Violet Grove from a lawyer representing a group of concerned Rocky Rapids citizens was forwarded to the CASA data warehouse.

13. Other Business

Audrey expressed that she would like to see our data presented to the regular people in a more palatable and less technical format. Bob agreed, and expects that the communications consultant will be able to help with that.

Mary wished to have the board discuss implementing the CASA compensation guidelines for claiming costs to attend meetings, which includes preparation time as well as the meeting time. It was acknowledged by all that she puts in a significant portion of time between meetings proofreading and editing the output of the board meetings. She excused herself for the discussion, which came to a consensus on the topic.

14. Next Meeting Date

The next meeting date was scheduled for March 23rd, 2007. Other meeting dates scheduled:

Annual General Meeting: May 25th, 2007

Meeting convened at 14:40.

Appendix A

West Central Airshed Society
Statement of Revenue & Expenditures
As at December 31, 2006

	Year-to-Date			Total Budget For Year	Balance In Budget
	Actual	Budget	Variance		
FUNDING					
Budgeted Membership Fees	789,918			726,473	-63,445
Interest Income	1,389			0	-1,389
Hinton Pulp Operations Agreement	14,352			14,352	0
2006 Revenue net of GST	805,659			740,825	-64,833
OFFICE & ADMINISTRATION					
Administration Salaries	85,011	85,000	-11	85,000	-11
Temporary Administrative Assistant	2,097	2,500	403	2,500	403
Accounting & Legal	4,927	3,000	-1,927	4,000	-927
Bank & Credit Card Charges	597	1,125	528	1,125	528
Bank Loan Interest	3,886	5,000	1,114	5,000	1,114
Honorarium & Board Expenses	1,224	9,000	7,776	9,000	7,776
Other Meeting Expenses	1,207	2,000	793	2,000	793
Computer Software & Accessories	2,155	2,000	-155	2,000	-155
Communications Expense incl Website	16,810	37,000	20,190	37,000	20,190
Insurance	20,875	25,000	4,125	25,000	4,125
Office Equipment Rental	1,450	6,500	5,050	6,500	5,050
Office Rental	16,615	10,000	-6,615	10,000	-6,615
Office Supplies & Postage	2,426	6,000	3,574	6,000	3,574
Tel Fax & Internet	12,322	10,000	-2,322	10,000	-2,322
Grants, Donations, & Contributions	3,268	15,000	11,733	15,000	11,733
Miscellaneous Expense	820	500	-320	500	-320
TOTAL OFFICE & ADMIN EXPENSES	175,689	219,625	43,936	220,625	44,936
AMBIENT AIR MONITORING					
Utilities Expense	17,449	20,000	2,551	20,000	2,551
Contractor Expense	150,430	156,000	5,570	156,000	5,570
Contractor Expense: Fuel	10,000	10,000	0	10,000	0
Chemical Analysis	1,170	10,800	9,630	10,800	9,630
QA/QC Audit Expense	6,250				
QA/QC Expense	60,266	69,000	8,734	69,000	8,734
Site Maintenance & Development	8,999	5,000	-3,999	5,000	-3,999
Data Network Support & Software	3,818	6,000	2,182	7,000	3,182
Technical Workshops	0	5,000	5,000	5,000	5,000
Equipment Repair & Service	5,468	5,000	-468	5,000	-468
Equipment Rental & Lease	2,819				
Equipment Loans Payable	61,600	92,400	30,800	92,400	30,800
Portable Trailer Expense	2,329	3,000	671	3,000	671
Field Supplies	29,756	20,000	-9,756	20,000	-9,756
Accommodations & Meals	3,297	6,000	2,703	6,000	2,703
TOTAL AAM EXPENSES	363,651	408,200	53,618	408,200	54,618
AGRICULTURE EXPENSE					
Operations Contractor	62,315	65,000	2,685	65,000	2,685
Soil Sampling & Analysis	4,275	5,000	725	5,000	725
Miscellaneous Expenses	0	6,000	6,000	6,000	6,000
TOTAL AGRICULTURE EXPENSE	66,590	76,000	9,410	76,000	9,410
HONORARIUMS					
Land & Co-op Honorariums	3,000	3,000	0	3,000	0
TOTAL HONORARIUM EXPENSE	3,000	3,000	0	3,000	0
ASSET ACCOUNTS					
Reclamation Trust Fund	2,000	2,000	0	2,000	0
WCAS Contingency Account	20,000	20,000	0	20,000	0
TOTAL ASSET ACCOUNTS	22,000	22,000	0	22,000	0
TOTAL EXPENSE	630,930	728,825	108,964	730,825	109,964
SURPLUS (DEFICIT)	174,729			10,000	

*Captures initial cost of P. Balenger research regarding alternate power source & Hightower application

Special Budget approved mid year

Climate Change Grant	40,000
Alberta Environment Alternate Power Grant	50,000
Total Hightower Grants	90,000
Hightower Reconstruction Costs	77,994
Total Hightower To Date	12,006

West Central Airshed Society - EPCOR/TRANSALTA
 Statement of Revenue & Expenditures
 As at December 31, 2006

	Year-to-Date			Total Budget For Year	Balance in Budget
	Actual to Date	Budget	Variance		
FUNDING					
Epcor Operating Agreement	58392			63700	5308
TransAlta Operating Agreement	175175			191100	15925
TOTAL FUNDING	233,567			254,800	21,233
AMBIENT AIR MONITORING PROGRAM					
Bank Loan Interest	7676	10000	2324	10000	2324
QA/QC Data Reporting	7780	8500	720	8500	720
Land Honorariums	1000	1000	0	1000	0
AAM Equip Loan Payments & Interest	120920	133800	12880	133800	12880
Utilities Expense	9418	12000	2582	12000	2582
Contractor Expense	58336	70000	11664	70000	11664
Site Maintenance	385	5000	4615	5000	4615
Insurance	9569	10500	931	10500	931
DAS Licensing Fee	2182	2000	-182	2000	-182
Field Supplies	12569	12000	-569	12000	-569
TOTAL AMBIENT AIR MONITORING	229,834	254,800	32,642	254,800	32,642
TOTAL EXPENSE	229,834	254,800	32,642	254,800	32,642
SURPLUS (DEFICIT)	3,733			0	

WCAS DRAFT BUDGET 2007 Proposed		2008	2005	2004
REVENUE				
Membership Fee	\$85,004 including 577 membership fee	\$78,000	\$78,000	\$78,000
Network cost sharing	\$0	\$0	\$0	\$13,000
Workshop Operating Agreement	\$14,152	\$14,152	\$14,152	-
Alberta Environmental NAPS grant (2006-2007)	\$11,000	\$11,000	-	-
Alberta Environmental NAPS grant (2007-2008)	\$11,000	\$11,000	-	-
Climate Change Grant		\$60,000	-	-
577 Operation Fee	\$254,000			
TOTAL FORECASTED REVENUE	\$1,123,206	\$174,252	\$ 792,252	\$ 791,000
EXPENSES				
OFFICE & ADMINISTRATION				
Administration Expenses	\$ 17,500	\$ 15,000	\$15,000	\$15,000
Office Support	\$ 2,575	2,500	2,500	2,500
Accounting & Legal	\$ 4,123	4,000	3,000	3,000
Bank & Credit Card Charges	\$ 1,109	1,125	1,000	0
Bank Loan Interest	-	15,000	15,000	15,000
Board Expenses & Benefits	\$ 9,273	9,000	9,000	9,000
Other Meeting Expenses	\$ 2,909	2,000	2,000	2,000
Miscellaneous Expenses	\$ 515	0	0	0
Website Development & Maintenance	\$ 7,213	7,000	7,000	* continued with communications expense
Communications Expense	\$ 20,000	Communications contracted plus publications 20,000	20,000	20,000
Computer Software & Accessories	\$ 2,909	2,000	2,000	2,000
Insurance	\$ 28,700	25,000	17,000	15,000
Office Equipment Rental	\$ 6,595	6,000	6,000	6,000
Office Rental	\$ 10,000	10,000	10,000	10,000
Office Supplies	\$ 6,103	6,000	4,000	4,000
Tel. Fax, internet	\$ 10,000	10,000	9,500	9,500
Grants, Donations, & Contributions	\$ 15,000	15,000	-	10,000
Exclusion Inventory	\$ 1,000	New Item	-	-
Communications and Meeting Travel Expenses	\$ 10,000	Separated from former communications expense	-	-
Systems Consultant and new system implementation	\$ 20,000	New Item total cost uncertain, one time expense	-	-
Office Management (Message)	\$ 10,000	New Item	-	-
TOTAL OFFICE & ADMIN EXPENSES	\$261,194	\$236,025	\$234,549	\$ 218,549
AMBIENT AIR MONITORING				
Utilities Expense	\$ 34,200	Increased costs, satellite phones 20,000	17,000	23,000
Contractor Expense	\$ 228,000	including mileage, rates 156,000	148,000	148,000
Chemical Analysis	\$ 11,154	10,800	20,000	20,000
QA/QC Expense	\$ 21,000	19,000	19,000	19,000
Site Maintenance & Development	\$ 12,150	5,000	5,000	5,000
Technical Workshops	\$ 5,103	5,000	5,000	5,000
Travel Rental	\$ 2,403	0	2,500	-
Equipment Repair & Rental	\$ 5,103	Lamps, pumps, cards, etc 5,000	5,000	5,000
Data Network Support & Software & Licensing Agreement	\$ 10,000	New QAD license 7,000	0	-
Mobile Trailer Expense	\$ 2,000	Moving costs for portable 2,000	3,000	25,000
Bank Loans Payable	123,800	577 loans, including interest 82,600	92,400	82,500
Field Supplies	\$ 20,000	Calibration gases and consumables 20,000	20,000	20,000
Accommodations & Meals	\$ 6,103	Overnight travel for call centers 6,000	6,000	6,000
Capital Equipment Replacement	\$ 15,000	2 major pump plus seal replacement replacement	-	-
AA Meeting Director's Compensation	\$ 15,000	New Item Quoted from Dr. Rancociani	-	-
TOTAL AAAM EXPENSE BUDGET	\$442,644	\$396,194	\$377,949	\$397,809
AGRICULTURE EXPENSE				
Diagnost's Contractor	\$ 66,950	65,000	65,000	65,000
Data Analysis & Reports	-	-	-	3,000
Miscellaneous Expense	\$ 6,103	6,000	6,000	6,000
Soil Sampling & Analysis	\$ 5,103	5,000	5,000	5,000
TOTAL AGRICULTURE EXPENSE BUDGET	\$78,156	\$76,000	\$76,000	\$84,000
MONITORING				
Leak & Cap Monitoring	\$ 2,000	2,000	2,000	2,000
TOTAL MONITORING BUDGET	\$2,000	\$2,000	\$2,000	\$2,000
AMBIENT ACCOUNTS				
Redemption Trust Fund	\$ 2,000	2,000	2,000	2,000
WCAS Contingency Account	\$ 20,000	20,000	20,000	20,000
TOTAL AMBIENT ACCOUNT BUDGETS	\$22,000	\$22,000	\$22,000	\$22,000
TOTAL BUDGET PROPOSAL	\$ 1,425,362	\$ 738,225	\$ 792,252	\$ 841,309
	-393-	-396-	-395-	-394-

WCAS DRAFT BUDGET 2007 Proposed		2006	2009	2010	2011	2012
REVENUE						
Membership Fees	\$186,364	\$191,188	\$214,208	\$208,363	\$204,894	\$202,081
Interest on Funding	\$812	\$812	\$812	\$812	\$812	\$812
Workshop Operating Agreement	\$14,363	\$14,363	\$14,363	\$14,363	\$14,363	\$14,363
Florida Environment NAPI grant (2006-2007)	\$12,000	Request operating grant				
Florida Environment NAPI grant (2007-2008)	\$17,000	\$ 17,000				
WT Operation Fees	\$ 384,890	\$268,853.00	Producers as basis are equal to 2008	\$121,000.00	\$121,000.00	\$121,000.00
TOTAL FORECASTED REVENUE	\$607,619	\$612,216	\$652,791	\$673,221	\$670,411	\$664,363
EXPENSES						
OFFICE & ADMINISTRATION						
Administration Expenses	\$ 87,850	\$5,178.80	\$3,891.80	\$6,898.20	\$8,558.20	\$10,484.88
Office Support	\$ 2,975	2,892.26	2,733.83	2,813.77	2,888.18	2,968.13
Accounting & Legal	\$ 4,120	4,243.80	4,270.81	4,622.84	4,627.10	4,778.21
Bank & Credit Card Charges	\$ 1,180	1,163.81	1,210.32	1,286.20	1,264.18	1,243.31
Bank Loan Interest	-	-	-	-	-	-
Travel Expenses & Meetings	\$ 8,273	8,848.13	8,824.84	10,128.88	13,623.47	16,748.47
Office Meeting Expenses	\$ 2,080	2,121.80	2,188.48	2,251.82	2,218.88	2,288.13
Miscellaneous Expense	\$ 811	830.48	848.28	862.78	876.84	897.00
Website Development & Maintenance	\$ 7,213	7,428.30	7,848.38	7,878.88	8,114.82	8,388.37
Communication Expense	\$ 80,000	\$1,800.00	\$3,848.38	\$4,828.28	\$4,278.44	\$7,963.73
Computer Software & Accessories	\$ 2,080	2,121.80	2,188.48	2,251.82	2,218.88	2,288.13
Insurance	\$ 38,170	28,812.80	30,850.88	31,418.80	32,388.28	33,328.13
Office Equipment/Rental	\$ 8,888	8,888.88	7,102.73	7,102.81	7,038.28	7,181.26
Office Rental	\$ 16,200	16,800.00	16,827.27	17,288.88	17,882.74	18,942.82
Office Supplies	\$ 818	8,288.43	8,888.28	8,888.84	8,888.84	7,184.31
Tel. Fax, Internet	\$ 10,200	10,800.00	10,827.27	11,288.88	11,882.74	13,942.82
Donations, Contests, & Contributions	\$ 18,480	18,813.80	18,880.83	18,880.83	17,388.11	17,818.78
Emotional Inventory	\$ 1,000	1,000.00	1,000.00	1,000.73	1,000.81	1,000.27
Communication and Meeting Travel Expenses	\$ 30,000	18,300.00	18,828.28	18,827.37	17,288.88	15,882.74
Systems Consulted and new system implementation	\$ 30,000	-	-	-	-	-
Office Management/Workshop	\$ 12,000	12,380.00	12,730.80	13,102.72	13,888.11	13,811.28
TOTAL OFFICE & ADMIN EXPENSE	\$247,864	\$272,216	\$282,688	\$291,876	\$296,729	\$304,781
MARKETING AND PROMOTION						
Liters Expense	\$ 34,200	\$6,328.00	\$6,282.76	\$7,371.28	\$8,482.40	\$8,817.17
Convention Expense	\$ 228,000	\$94,840.00	\$41,888.20	\$48,141.76	\$58,878.81	\$64,214.48
Computer Analysis	\$ 11,204	11,487.72	11,827.48	12,188.88	12,552.18	12,888.78
QAVC Expense	\$ 81,800	\$4,284.00	\$6,781.42	\$8,288.87	\$2,888.82	\$4,828.82
Site Maintenance & Development	\$ 10,180	10,484.80	10,788.14	11,088.18	11,423.81	11,788.83
Technical Workshops	\$ 8,180	8,284.80	8,483.84	8,627.84	8,788.27	8,878.26
Trade Shows	\$ 2,480	2,472.00	2,488.18	2,627.84	2,711.22	2,782.26
Equipment Repair & Rental	\$ 8,180	8,284.80	8,483.84	8,627.84	8,788.27	8,878.26
Trade Shows Support & Software Licensing Agreement	\$ 18,800	11,124.00	11,487.72	11,831.48	12,188.88	12,822.18
Mobile Trailer Expense	\$ 2,080	2,121.80	2,188.48	2,251.82	2,218.88	2,288.13
Bank Loan Payoffs	\$ 120,800	126,800.00	-	-	-	-
Field Supplies	\$ 30,800	21,148.00	21,884.84	22,813.18	23,188.48	23,881.58
Accommodations & Meals	\$ 8,180	8,284.80	8,483.84	8,627.84	8,888.84	7,184.31
Capital Equipment Replacement	\$ 18,000	\$ 17,280	\$ 18,888	\$ 18,888	\$ 18,413	\$ 18,848
Oil Monitoring/Compliance	\$ 10,000	-	-	-	-	-
TOTAL MARKETING BUDGET	\$642,484	\$682,100	\$622,797	\$658,411	\$688,861	\$672,288
AGRICULTURE EXPENSES						
Diagnostic Consultation						
Operation Consultant	\$ 80,800	\$8,888.80	71,827.26	73,188.87	75,282.81	77,813.43
Data Analysis & Reports	-	-	-	-	-	-
Miscellaneous Expense	\$ 8,180	8,284.80	8,483.84	8,627.84	8,888.84	7,184.31
Oil Monitoring & Compliance	\$ 8,180	8,284.80	8,483.84	8,627.84	8,788.27	8,878.26
TOTAL AGRICULTURE EXPENSE BUDGET	\$97,160	\$95,458	\$88,812	\$90,500	\$92,971	\$93,778
HOUSING						
Lease & Construction	\$ 2,080	2,121.80	2,188.48	2,251.82	2,218.88	2,288.13
TOTAL HOUSING BUDGET	\$2,080	\$2,121.80	\$2,188.48	\$2,251.82	\$2,218.88	\$2,288.13
ASSET ACCOUNTS						
Preparation Trust Fund	\$ 2,080	2,080.00	2,070.00	2,080.00	2,080.00	2,080.00
WCAS Contingency Account	\$ 30,000	28,000.00	28,000.00	30,000.00	28,000.00	28,000.00
TOTAL ASSET ACCOUNT BUDGETS	\$32,080	\$30,080	\$30,070	\$32,080	\$30,080	\$30,080
TOTAL BUDGET PROPOSAL	\$ 1,000,008	\$ 1,014,126	\$ 997,488	\$ 1,010,200	\$ 999,817	\$ 998,290
Surplus	\$14,799	\$82,077	\$31,280	\$72,801	\$70,586	\$88,807

2007 WCAS - EPCOR/TRANSALTA DRAFT BUDGET

2007	Annual	EPCOR		TransAlta		Monthly Invoice	
		EPCOR	TransAlta	EPCOR	TransAlta		
Loan Payment + Interest	133,800.00	33,450.00	100,350.00	2,787.50	8,362.50		
Insurance	10,500.00	2,825.00	7,675.00	218.75	668.25		
Technicians incl \$2000 meals etc	70,000.00	17,500.00	52,500.00	1,458.33	4,375.00		
QA/QC Reporting	8,500.00	2,125.00	6,375.00	177.08	531.25		
Utilities Expense	12,000.00	3,000.00	9,000.00	250.00	750.00		
DAS Licencing Fees	2,000.00	500.00	1,500.00	41.67	125.00		
Honorarium Expense	1,000.00	250.00	750.00	20.83	62.50		
Site Maintenance	5,000.00	1,250.00	3,750.00	104.17	312.50		
Field Supplies	12,000.00	3,000.00	9,000.00	250.00	750.00		
Subtotal	254,800.00	63,700.00	191,100.00	5,308.33	15,925.00		
Membership Fee (incl GST)	135,504.38	21,400.00	114,104.38	1,783.33	9,508.70		
Total	390,304.38	85,100.00	305,204.38	7,091.67	25,433.70		

AR23875

November 23, 2006

«First_Name» «Last_Name»
«Job_Title»
«Organization»
«Address»
«City», «Province»
«Postal_Code»

Dear «First_Name» «Last_Name»:

This letter is to inform you of assessments Alberta Environment has conducted regarding outdoor concentrations of particulate matter and ozone – two pollutants that contribute to poor air quality. The assessments were done to determine if Alberta is meeting national standards set by the Canadian Council of Ministers of the Environment, a group that works to promote cooperation and coordination on shared issues such as air pollution.

In addition, Alberta Environment asked the Clean Air Strategic Alliance to develop a comprehensive plan to deal with the two pollutants. The Alliance, which has been given shared responsibility for air management in Alberta, developed a framework based on agreement reached by Alberta stakeholders representing government, industry, municipal and public sectors.

The results of the first annual assessment show that outdoor levels of both particulate matter and ozone are below Canada-wide Standards in all areas of the province. Ozone levels in some parts of the province are approaching Canada-wide Standards and therefore have been assigned to the *Management Plan* action level. These areas include the Edmonton Census Metropolitan Area, the Calgary Census Management Area, and areas within the Fort Air Partnership, West Central Airshed Society and Parkland Airshed Management Zone.

Assignment to the *Management Plan* action level means that stakeholders in these regions need to work together to develop a plan aimed at maintaining and improving air quality wherever possible. This management plan should take into account factors such as industrial growth, population growth, vehicle use and air quality trends and could include voluntary and/or regulatory mechanisms to ensure stakeholders share responsibility for air quality. The Alliance's Framework suggests that Alberta Environment may choose to impose a management plan if one is not developed within a two-year guideline following this notice. Municipalities, airsheds, industrial associations, Industrial approval holders, First Nations and non-government associations in these areas will receive this notification. We encourage you to contact your regional airshed zone or Alberta Environment to get involved in the management plan process. Contacts for the affected airsheds are enclosed.

November

- Average network uptime: 99.5%
- Exceedences
 - Hinton (TRS)
 - 6 one-hour in excess of 10 ppb H₂S
 - Maximum concentration of 20 ppb
 - 1 twenty-four hour in excess of 4 ppb H₂S
 - Maximum concentration of 5 ppb

November

- Monitoring notes for November
 - RH monitor at Hinton removed from service
 - Wind data at Wagner was compromised in early part of the month due to ice accumulation
 - PLC inputs at Breton were irregular, causing the return of poor data

December

November	Station Average Uptime Percentage
Tremont (901)	100
Violet Grove (902)	100
Claremont (903)	100
Horton (908)	97.6
Power (937)	99.9
Wardens (908)	94.2
Wagner (906)	100
Genesse (910)	99.9
Dayton Valley (911)	100
Edison (912)	100
Staten (913)	100

December

- Average network uptime: 99.5%
- Exceedences
 - None to report

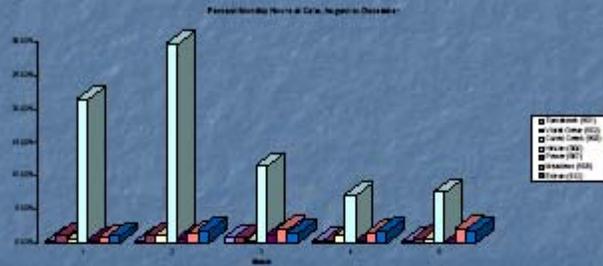
December

- Monitoring notes for December
 - Hinton RH monitor returned to service, with 81.9% uptime
 - Power failure at Meadows resulted in 94.2% uptime

Wind Speed Comparisons

Station	Average monthly	Average monthly	Average percent
	hours of calm	percent hours of calm	below 3 mph
Trentonville (901)	1.8	0.24%	10.32%
Violet Grove (902)	5	0.66%	51.19%
Carroll Creek (903)	4.8	0.63%	35.51%
Hinton (904)	113.2	15.48%	82.72%
Power (907)	3	0.41%	11.09%
Meadows (908)	16.8	1.44%	19.89%
Edison (912)	11	1.50%	45.79%

Wind Speed Comparisons



Wind Speed Comparisons

