



WCAS General Meeting Meeting Notes

April 25, 2008

9:00 a.m. – 11:45 a.m.

Main Board Room
Penn West Building, 50th Avenue West
Drayton Valley, AB

In Attendance:

Cecil Andersen	Pembina Agriculture Protection Association
Robert Kitching	Brazeau County
Audrey Kelto	Leduc County
Steven Probert	Capital Health
Gwen Wood	ERCB
Rick Phaneuf	Alberta Environment
Andy Lamb	Alberta Environment
Jolene Scott	Alberta Environment
Angela Ball	TransAlta
David Brand	Sherritt Coal
Kelly Fyhn	Epcor
Joanne Volk	Talisman Energy
Warren Kindzerski	University of Alberta

WCAS:

Bob Scotten	Executive Director
Greg Swain	Senior Technologist
Heather Plumb	Office Manager

Absent with regrets:

Cheryl Bissell	Yellowhead County
----------------	-------------------

ACTION ITEMS

Action Item 1: Greg to arrange installation of new tracking system in the vehicles for the contractors.

Action Item 2: Bob and Rick to write a letter to stakeholders that would be in the Boundary Expansion Proposal.

Action Item 3: Greg is to obtain building permits for future building site provided by TransAlta.

Action Item 4: Bob will continue to inform the Board of the development of the PM and Ozone Management Plan.

Action Item 5: Bob will contact the original Ag study group regarding interest and costs of rerunning the model, possibly a 2009 budget item.

Action Item 6: Genesee requires a new fence and signage.

Action Item 7: Management to consider the potential for a new electrician at Hightower.

Action Item 8: Bob to inquire regarding the attendance of both a Federal and a Provincial representative to the September board meeting to discuss the Air Quality Index's. (Bob Myryck, Brian Weins)

Action Item 9: Install a SO2 monitor at the Edson station.

Action Item 10: Heather to develop a proposal of a monthly article for the local media.

1. Welcome and Introductions

Cecil Andersen called the meeting to order at 9:08 a.m. Introductions were made.

2. Approval of Agenda

Gwen would like to speak under Agenda Item 10. Other Business. The agenda for this meeting was approved by consensus.

3. Approval of February 29, 2008 Draft Minutes.

The meeting notes of the February 29, 2008 with amendments. The notes were then accepted by consensus after the amendments were made.

4. Review of the February 29, 2008 Action Items

Action Item 1: Greg to arrange installation of new tracking system in the vehicles for the contractors.

After much research Greg has selected the SPC Tracker as his choice of tracking system. The SPC Tracker is a personal devise, worn on the belt clip, and is a one way communicator. The system sends "I'm Okay" checks every ten minutes, and in the event of a call for "Help", the system activates notifying up to 5 emails or phone numbers via satellite. Approved by the Board. **Action Ongoing.**

Action Item 2: Bob and Rick to write a letter to stakeholders that would be in the Boundary Expansion Proposal.

Rick is in the process of compiling a list of facilities in the area. Once the list is complete it will be presented to the board. **Action Ongoing.**

Action Item 3: Greg is to obtain building permits for future building site provided by TransAlta.

The Development Permit was submitted on March 20 and could take between 5-7 weeks to obtain. The application will be advertised in the paper and barring any objections the Building Permit should be issued shortly thereafter. **Action Ongoing.**

Action Item 4: A sub committee was formed to take a closer look at the communication plan and display board. They will meet before the next meeting in February. They will bring the highlights and ideas to the board at the meeting in February.

This Action Item was completed prior to the last Board meeting. **Action Complete.**

Action Item 5: Bob to ask Dr. Kindzierski to attend one of the future board meetings to talk about the Acid & Mercury Deposition programs and the difference between the two.

Dr. Kindzierski will present the Acid and Mercury Desposition programs at the AGM. **Action Complete.**

5. Financial Update – Heather Workman

Heather presented the Statement of Revenue and Expenses as at March 31, 2008 (Appendix **A**), explained the Epcor/TransAlta Statement of Revenue & Expenditures at March 31, 2008 (Appendix **B**).

6. PM and Ozone Management Initiative – Bob Scotten

In accordance with Government initiatives, any region with a population of 100,000 or greater must establish a Particulate Matter and Ozone Management Plan. The Capital Region includes Edmonton, Leduc, Stoney Plain, Spruce Grove, St. Albert, Sherwood Park and many other communities. The PM and Ozone Management Plan for this area will be lead and championed by the Fort Air Partnership, the Alberta Capital Airshed Alliance and the West Central Airshed Society. These three airshed organizations have been charged with developing a Management Plan for the area and have been provided a grant for the study of Ozone events.

In an effort to support these goals, Alberta Environment held a workshop regarding the initiatives requirements. Two questions arose from this workshop, the first being how the organizations would work together to build the Management Plan and the second regarding the need to Manage.

The \$125,000 grant that has been provided, has been allocated for the contracting of a consultant to discern whether or not the Ozone events are naturally occurring. Due to a very compressed study time as well as the size and scope of the study, the consultant's report has not been completed.

Further insight was provided by Rick Phaneuf and Steven Probert, both of whom represent all 3 of the Airsheds. This Federally driven initiative is focused on proactively ensuring that the PM and Ozone levels do not exceed Federal limits. Currently PM and Ozone are regarded as the paramount health concern. Alberta Environment has offered support via help and funding.

Currently the Airsheds concern revolves around the under-development of Airshed mandates, funding and direction, as well as the need for Management, as the initial report establishing what the actual ozone levels are and what is causing them has not been completed yet. WCAS strongly supports the analysis of the initial report prior to discussing and developing a Management Plan. WCAS feels the important first step of evaluating what is causing events is crucial to answering how much management is needed. Furthermore there is the definite opinion that this Federal initiative is focused on Management over Monitoring.

The question was raised regarding the Governments role in the Management Plan. The general response is that the Airsheds would be responsible for the monitoring and the Government will ultimately be responsible for the enforcement of regulations.

A question was also raised regarding the involvement of industry in this process. Up to this point industry has been involved only so far as their involvement in the Airsheds.

Concern continues to be expressed due the lack of consensus on the WCAS Board regarding the PM and Ozone Framework, including the fact that while management is mentioned in our By-laws, we have no legal authority and or directive specifically to manage. Also, to date there has been no clear definition of what it will mean to manage the zone. It is clear that we will not be posed with managing specific plants or sites. Management may include current observations and or reports explaining the climate and actions occurring as well as gaps in our efforts and ways to improve. It is clear Management does not include enforcement or persecution of offenders. Management tools may also include education and promotion.

Bob will continue to inform the Board of the development of the PM and Ozone Management Plan. As well as supporting the development of the initial study but not necessarily the report's recommendations.

7. Agricultural Program 2008 – Bob Scotten

A. Recent Ag Committee Meeting:

Members of the Ag Committee met just a few weeks ago, resulting in a very productive meeting and concluding that the Ag program continues to be relevant, so much so that the plots sites may expand to include the Power site. Also the Ag Committee would like to consider the possibility of re-running the Ag Model, firstly to validate the model, secondly to give the concentration of pollutants in relation to alfalfa growth.

When the Ag model was originally run, 70 data points were considered to be ideal in running the model, while WCAS struggled to provide the data, the study was completed. WCAS now has an additional 108 points to offer. The growth curve can be affected by SO₂, ozone as well weather, insect damage, etc. The Ag program provides a visual representation of air quality although it is not completely definitive, it is complimentary to the PM and Ozone program. Originally no recommendations were given to repeat the study.

Bob will contact the original study group regarding interest and costs of rerunning the model, possibly a 2009 budget item.

B. Future Ag Committee Meetings:

Future Ag Committee meeting to be announced. Bob has been asked to present on May 1 (Brazeau Co.), June 26 (Leduc) and in October (Breton).

C. Genesee:

The Genesee site will need new signage as well as a new fence.

Please Note: The Board would like to express that it is extremely important to continue to support the Ag Committee due to the high activity of agriculture in Brazeau and Leduc Counties.

8. Zone Managers Report – Bob Scotten

- A. **Hightower Station:** Ongoing generator problems led to the Hightower station being down in excess of three weeks as the generator was removed for repair, eventually leading to the purchase of a second generator in order to re-establish the station. Alberta Environment was notified regarding the disruption.

WCAS recently received numerous 2007 invoices from Paul in excess of \$14,000 including a new security gate and new panels. Much concern and frustration was expressed regarding the dependence on a single person to understand and operate this system particularly due to an unreliable and inconsistent relationship. While WCAS will process this payment, management will consider both contract implications and alternative options for contracting the Hightower location including a meeting between Bob, Greg and a potential new electrician.

- B. **Steeper Station:** While currently decommissioned, thanks to the generous donation of a new trailer (approx. \$35,000) by David Brand of Sherritt Coal, WCAS will begin the process of re-establishing the Steeper station. Some of the upcoming expenses will include an investment in spare equipment, a new TEOM, the area will have to be flattened. WCAS estimates their share of re-establishing the station should be approximately \$20,000. Helping to reduce the cost, Greg may be able to acquire several pieces of equipment from Shell and the Fort Air Partnership, in which case they would be given thanks in our Annual Report. The rest of the expense may be taken from the Capital budget. The new station should be operational by August and be monitoring ozone, SO₂, NO_x, wind speed and temperature. Also recognized was the importance of the Steeper operations ability to collect data prior to influences.

Further discussion revolved around importance and/or relevance of the Air Quality Index. While there is the potential for debate concerning the factors affecting the AQI and the differences between the Federal and Provincial AQI's, it was agreed that it remained an important education and communication tool. The recommendation was made to invite both Federal and Provincial representatives to discuss some of the various factors. One drawback that was recognized was the expense of re-fitting the Hinton, Edson and Drayton Valley site which could be an additional expense of approximately \$100,000.

- C. **Edson:** As the result of Synergy Meetings, the question of adding a SO₂ Monitor has been raised. The biggest concern revolves around location issues. The current location was established as a fence line monitor for the Weyherhauser plant. The first issue being whether the location accurately represents the community; the second issue being possible collection issues, which shouldn't affect SO₂ but may affect NO_x. That being said the decision was made to go ahead with the installment of an SO₂ monitor.
- D. **New Buildings:** We expect the new buildings to be ready in June at which time we will be able to outfit the new buildings while they are still in the manufacturer's location.
- E. **WCAS Shop:** The development permit is likely to take 5-6 weeks followed by 4-6 weeks for the building permit.
- F. **Data Acquisition System:** The transition to the new data acquisition system is nearly complete.
- G. **OAP/AMD:** The OAP/AMD documentation is now available at 142.179.187.142/wcasdocs.htm. Please remember that both WCAS and Alberta Environment consider these "living documents", frequently changing and updating.
- H. **Communications:** A proposal for a monthly article has been sent to local media. As of yet there has been no response. A follow up phone call and sample article will be produced.

9. Air Monitoring Update – Greg Swain (See Appendix C)

10. Other Business

- A. Due to a shift in focus in her position, Gwen Wood most likely will be reluctantly stepping down from the WCAS Board. Andy Lamb may be facing a similar situation.

14. Next Meeting: **September 19, 2008**

Meetings for the 2008 Year: November 21, 2008 (The last meeting for the 2008 year) All meetings will be held at the PennWest Building in Drayton Valley, AB.

Appendix A

West Central Airshed Society
 Statement of Revenue & Expenditures
 As at March 31, 2008

	Year-to-Date			Total Budget For Year	Balance in Budget
	Actual	Budget	Variance		
REVENUES (Funding)					
Budgeted Membership Fees	-			879,110.00	879,110.00
Network Cost Sharing	-			500.00	500.00
Interest Income	-			-	-
West Fraser/Hinton Pulp Operations Agreement	-			14,352.00	14,352.00
Grants	-			12,500.00	12,500.00
2008 REVENUE (Net of GST)	-			906,462.00	906,462.00
EXPENSES					
OFFICE & ADMINISTRATION					
Program Management Salary	22,544.10	22,544.25	0.15	90,177.00	67,632.90
Office Manager / Admin. Assistant	6,548.80	7,500.00	951.20	30,000.00	23,451.20
Accounting & Legal	-	3,000.00	3,000.00	9,394.00	9,394.00
Bank & Credit Card Charges	337.95	298.50	(39.45)	1,194.00	856.05
Bank Loan Interest	-	-	-	-	-
Honorarium & Board Expenses (inc. meetings)	774.99	2,387.00	1,612.01	9,548.00	8,773.01
Other Meeting Expenses	-	530.50	530.50	2,122.00	2,122.00
Computer Software & Accessories	-	530.50	530.50	2,122.00	2,122.00
Website	-	1,856.50	1,856.50	7,426.00	7,426.00
Communications Expense incl Annual Report	7,602.09	12,875.00	5,272.91	51,500.00	43,897.91
Insurance	-	7,403.25	7,403.25	29,613.00	29,613.00
Office Equipment Rental	107.08	1,724.00	1,616.92	6,896.00	6,788.92
Office Rental	-	2,652.25	2,652.25	10,609.00	10,609.00
Office Supplies & Postage	1,161.89	1,591.25	429.36	6,365.00	5,203.11
Tel Fax & Internet	2,565.44	2,652.25	86.81	10,609.00	8,043.56
Meeting & Travel Expense	743.58	2,575.00	1,831.42	10,300.00	9,556.42
Grants for Work Done	-	1,287.50	1,287.50	5,150.00	5,150.00
Emissions Inventory	-	257.50	257.50	1,030.00	1,030.00
Systems Consultant	-	-	-	-	-
Research & Development	-	5,000.00	5,000.00	20,000.00	20,000.00
Contractor Training	-	-	-	-	-
Satellite Telephones	2,016.00	-	(2,016.00)	-	(2,016.00)
Miscellaneous Expense incl Sign.&Adver.	650.00	132.50	(517.50)	530.00	(120.00)
TOTAL OFFICE & ADMIN EXPENSES	45,051.92	76,797.75	31,745.83	304,585.00	259,533.08
AMBIENT AIR MONITORING					
Utilities Expense	6,847.42	8,806.50	1,959.08	35,226.00	28,378.58
Contractor Expense	29,615.99	60,113.25	30,497.26	240,453.00	210,837.01
Contractor Expense: Fuel	5,833.35	14,250.00	8,416.65	57,000.00	51,166.65
Calibration Contractor	3,739.07	3,000.00	(739.07)	12,000.00	8,260.93
QA/QC Audit Expense	-	-	-	-	-
QA/QC Expense	9,548.10	17,500.00	7,951.90	70,000.00	60,451.90
Site Maintenance & Development	450.00	2,613.75	2,163.75	10,455.00	10,005.00
Data Network Support & Software	2,700.00	6,000.00	3,300.00	11,124.00	8,424.00
Technical Workshops	-	1,326.25	1,326.25	5,305.00	5,305.00
Equipment Repair & Service	-	1,326.25	1,326.25	5,305.00	5,305.00
Station Trailer Rental	540.00	618.00	78.00	2,472.00	1,932.00
Equipment Loans Payable	11,150.00	31,162.50	20,012.50	124,650.00	113,500.00
Portable Trailer Expense	-	795.75	795.75	3,183.00	3,183.00
Field Supplies	19,428.22	5,304.50	(14,123.72)	21,218.00	1,789.78
Accommodations & Meals	1,121.94	1,591.25	469.31	6,365.00	5,243.06
Capital Equipment Replacement	-	19,312.50	19,312.50	77,250.00	77,250.00
AMD Compliance	-	-	-	-	-
Service Garage Construction	-	10,000.00	10,000.00	40,000.00	40,000.00
Building Reconstruction for 3 Buildings	-	18,750.00	18,750.00	75,000.00	75,000.00
Operation & maintenance for Acid Deposition	-	3,000.00	3,000.00	12,000.00	12,000.00
Hightower Reconstruction	-	5,000.00	5,000.00	20,000.00	20,000.00
Boudry Expansion Study	-	2,500.00	2,500.00	10,000.00	10,000.00
Additional Air Monitoring Station in S.E.	-	-	-	-	-
TOTAL AAM EXPENSES	90,974.09	212,970.50	119,496.41	839,006.00	738,031.91
AGRICULTURE EXPENSE					
Operations Contractor	-	17,239.75	17,239.75	68,959.00	68,959.00
Soil Sampling & Analysis	-	5,000.00	5,000.00	5,305.00	5,305.00
Miscellaneous Expenses / Site Maintenance	-	6,000.00	6,000.00	20,000.00	20,000.00
TOTAL AGRICULTURE EXPENSE	-	28,239.75	28,239.75	94,264.00	94,264.00
HONORARIUMS					
Land & Co-op Honorariums	-	3,000.00	3,000.00	3,183.00	3,183.00
TOTAL HONORARIUM EXPENSE	-	3,000.00	3,000.00	3,183.00	3,183.00
ASSET ACCOUNTS					
Reclamation Trust Fund	2,000.00	2,000.00	-	2,000.00	-
WCAS Contingency Account	20,000.00	20,000.00	-	20,000.00	-
TOTAL ASSET ACCOUNTS	22,000.00	22,000.00	-	22,000.00	-
TOTAL EXPENSE					

Appendix B



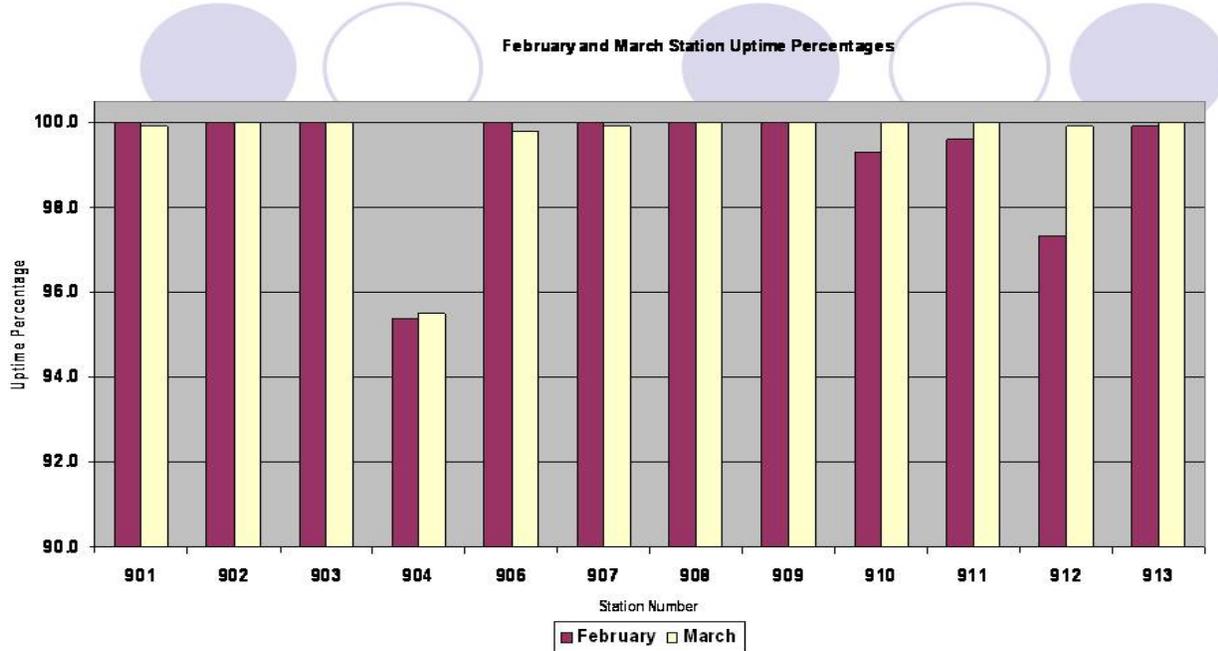
West Central Airshed Society - EPCOR/TRANSALTA
 Statement of Revenue & Expenditures
 As at March 31, 2008

	Year-to-Date			Total Budget For Year	Balance in Budget
	Actual to Date	Budget	Variance		
REVENUES (Funding)					
Epcor Operating Agreement	-			63,700.00	63,700.00
TransAlta Operating Agreement	-			191,100.00	191,100.00
TOTAL 2008 REVENUES	\$ -			\$ 254,800.00	\$ 254,800.00
EXPENSES					
Ambient Air Monitoring Program					
QA/QC Data Reporting	6,365.40	708.33	(5,657.07)	8,500.00	2,134.60
Land Honorariums	-	83.33	83.33	1,000.00	1,000.00
AAM Equip Loan Payments & Interest	-	11,150.00	11,150.00	133,800.00	133,800.00
Utilities Expense	2,986.53	1,000.00	(1,986.53)	12,000.00	9,013.47
Contractor Expense	30,734.32	5,833.33	(24,900.99)	70,000.00	39,265.68
Site Maintenance	-	416.67	416.67	5,000.00	5,000.00
Insurance	-	875.00	875.00	10,500.00	10,500.00
DAS Licensing Fee	-	2,000.00	2,000.00	2,000.00	2,000.00
Field Supplies	12,952.16	1,000.00	(11,952.16)	12,000.00	(952.16)
Total Ambient Air Monitoring Program	\$ 53,038.41	\$ 23,066.67	\$ (29,971.74)	\$ 254,800.00	\$ 201,761.59
TOTAL EXPENSE	\$ 53,038.41	\$ 23,066.67	\$ (29,971.74)	\$ 254,800.00	\$ 201,761.59
SURPLUS (DEFICIT)	\$ (53,038.41)			\$ -	

Appendix C

Uptime Efficiency and Exceedance Report





February

February	Station Average Uptime Percentage
Tomahawk (901)	100.0
Violet Grove (902)	100.0
Carrot Creek (903)	100.0
Hightower (904)	95.4
Hinton (906)	100.0
Power (907)	100.0
Meadows (908)	100.0
Wagner (909)	100.0
Genesee (910)	99.3
Drayton Valley (911)	99.6
Edson (912)	97.3
Breton (913)	99.9



February

- **Monitoring notes for February**

- Hightower power issues continued
 - TEOM (PM2.5) analyzer uptime 81.5%
 - Station uptime 95.4%
- Edson experienced a brief data acquisition failure.



February

- **Average network uptime: 99.3%**

- **Exceedances**

- None to report

March

- Average network uptime: 99.58%
- Exceedances
 - Hinton (TRS)
 - 1 one-hour in excess of 10 ppb H₂S
 - Maximum concentration of 23.7 ppb

March

- Monitoring notes for March
 - Hightower generator problems caused general station failure at the end of the month and into April.

March

March	Station Average Uptime Percentage
Tomahawk (901)	99.9
Violet Grove (902)	100.0
Carrot Creek (903)	100.0
Hightower (904)	95.5
Hinton (906)	99.8
Power (907)	99.9
Meadows (908)	100.0
Wagner (909)	100.0
Genesee (910)	100.0
Drayton Valley (911)	100.0
Edson (912)	99.9
Breton (913)	100.0