



WCAS General Meeting Meeting Notes March 23, 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
Gwen Wood	EUB
Jerry Navarro	TransAlta
Robert Kitching	Brazeau County
Andy Lamb	AB Environment
Rick Phaneuf	AB Environment
Mary Griffiths	Pembina Institute
David Brand	Luscar Ltd.

WCAS:

Bob Scotten	Executive Director
Patrick Andersen	Environmental Specialist

Absent with Regrets:

Steven Probert	Capital Health
Hercules Georgiadis	Hinton Pulp
Adam Stokowski	David Thompson Health
Audrey Kelto	Leduc County
Jeff Sansom	EPCOR

ACTION ITEMS

Action Item 1: Bob to write a follow up letter to Deputy Minister Peter Watson regarding coordination of airshed strategies for air quality management. Andy to also follow up on this topic.

Action Item 2: Greg to alter the safety protocol to reflect the remoteness of Hightower.

Action Item 3: Greg to contact DunnRite Communications to determine the cost effectiveness of GPS tracking systems for the contractors.

Action Item 4: Bob to purchase parting gift for Mike Woods, to be presented at the 2007 Annual General Meeting.

Action Item 5: Bob to have fuel rider formula prepared for next meeting.

1. Welcome and Introductions

Cecil Andersen called the meeting to order at 10:15 a.m. Introductions were made.

2. Approval of Agenda

The agenda for this meeting was approved by consensus.

3. Approval of January 18, 2007 Draft Minutes

The meeting notes of the January 18, 2007 meeting were accepted by consensus.

4. Review of the January 18, 2007 Action Items

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

This item is complete.

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

Patrick contacted the accountant, who requires more specific information from the board as to what WCAS would require of him. This item is **Ongoing**.

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

This item is **Ongoing**.

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

This item is complete. Gwen was instrumental in contacting a number of the organizations.

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

The contracts are in to the lawyer; he has a few comments to come back to the compensation committee and this item will be complete.

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

A number of small alterations were made to the bylaws. Specifically:

Section 3.02, number of sectors increased to 11, adding health and mining.

Section 9.01, an amendment was proposed to reinforce the use of the CASA standard for compensation. The change will be brought to the annual general meeting to clarify and reinforce this section.

Bob feels the business plan to be comprehensive with some changes to be made. Overall, recycling and updating the existing plan was proposed. Robert indicated that there should be updates to board formation, boundaries and continuation of programs. Jerry also expressed a desire to expand the utility funding formula to a more general special monitoring formula to allow for WCAS to perform similar monitoring for other industries.

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

Bob met with the minister, and reported that Alberta Environment is organizing a workshop for the airsheds to help develop a strategy. Jerry indicated that he would like to make it very clear to Alberta Environment to highlight our interest in expedient direction in going forward. Bob received no reply to his letter and has been tasked with writing another in an attempt to have something to bring forward at the annual general meeting, with Andy to also follow up through his contacts (**Action Item 1**).

Robert indicated that the watershed have already experienced these same events, resulting in a 2 year timeframe for implementation that was accelerated to less than a year. There is also pressure to integrate the watersheds with the airsheds in some manner. Jerry expressed a desire to chart the airsheds future course rather than have it imposed by Alberta Environment, and was assured by Andy that Alberta Environment desires that outcome as well. Andy also noted that accelerated development in areas has increased water consumption, forcing the adjustment in watershed timetables.

Cecil expressed concern that WCAS is being asked to perform policing or managing of air quality and that WCAS has no mandate to take such tasks on. The board generally agreed that further input and direction from Alberta Environment is required to give WCAS something to focus on. Mary suggested data on the proportion of pollutants measured result from the transportation sector is needed; Robert and Bob both indicated that the workshop should address that issue.

Jerry felt there are two issues to be resolved: The role of the airsheds in management of air quality and the determination of what the problem actually is. Bob made it known that if any sort of expansion in the role of WCAS is expected that more resources will be required.

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

The working alone policy has been implemented. Discussion with the technicians indicated that they feel an 8 hour call-back time would be more appropriate. Mary expressed that differentiation between remote and non-remote locations. Greg was tasked with altering the procedure to address the Hightower location, changing the check-in times to reflect arrival and departure (**Action Item 2**).

It was pointed out that no procedure is in place for a callout eventuality. It was proposed to retain somebody at West Fraser in Hinton or perhaps arrange to have our contractors added into their system. Some discussion over tracking devices ensued, and Greg volunteered to contact DunnRite to determine if GPS location systems are reasonably priced (**Action Item 3**).

5. Contractor Contract Review

This topic was covered in the review of Action Item 5.

6. Bylaw Review, Business Plan

This topic was covered in the review of Action Item 6.

7. Zone Managers Report

Bob distributed a set of notes related to his report (Appendix A).

a. Hightower Station Report

Much of Hightower was discussed in the Technical Meeting. Bob showed some pictures and a video of the location and discussed a letter received from Paul Belanger about the site status.

b. Sentinel Monitoring Program Update

Bob attended 2 meetings since the last board meeting and reported that progress is slow and no proposal is forthcoming as of yet. Al Clark with Alberta Environment is testing Airpointer portable monitors that may be appropriate for the program. These units should cost around \$70,000/unit including meteorological equipment. Installation of a meteorological station in the North Saskatchewan river valley was discussed. Bob hopes to have a proposal to bring forward to the board in time for the annual general meeting.

c. Monitoring and Reporting Directive

Bob presented a letter from Dr. Kindzierski that outlines the requirement and duties expected of Bob, Greg and Patrick (Appendix A).

d. Northern Expansion Status

Bob contacted Miles Kitigawa about determining opposition to expansion, who reported back that there was no response from his contacts. Mary indicated that an organization around Slave Lake has expressed keen interest in having monitoring in place, including at Swan Hills. Some concern was expressed by the board about the logistics of expansion and the lack of mandate from Alberta Environment to expand. In particular, concern about stretching our resources was raised by Jerry. It was proposed to table the expansion for a year and to inquire with Alberta Environment as to where the request to expand originated.

e. Shop Status

This item was covered in the Technical Meeting.

f. Annual Report Status

This item was covered in the Technical Meeting.

g. Working Alone Policy

This item was covered in the Technical Meeting.

h. Safety Training

This item was covered in the Technical Meeting.

i. Alberta Airshed Council/Meeting with Minister of Environment

Bob attended a meeting with the new Minister and other airshed groups to familiarize the Minister with air monitoring and to agitate for funding from the transportation sector. Claiming a small portion of the gasoline tax to support monitoring was proposed; The Minister would make no promises but promised to bring it to Caucus for discussion.

j. CASA 2007 Presentation

Bob will be making a presentation on March 28, 2007. The body of his presentation is in Appendix A.

k. Meetings Attended

Bob enumerated the meetings he has attended since the last board meeting:

Jan 19th Alberta Environment regarding the Centre of Excellence Training Program and sits on a committee to move the concept forward.

Jan 23rd Airshed Council Meeting discussed in item 7i. above.

Jan 25th Discussed WCAS with some new people at Epcor to familiarize them with the organization.

Jan 30th Sentinel Meeting.

Jan 31st Staff meeting with Greg, Jeff, Bryan and Patrick in Edmonton.

March 14th Met with the Labour Lawyer regarding the contracts.

March 15th Sentinel Meeting.

March 16th Met with Cecil and Elaine in Drayton Valley.

March 20th Attended an open house with Epcor and TransAlta at the Keephils plant.

8. Air Monitoring Update

a. Airshed Monitoring Activities Report

Patrick made a brief PowerPoint presentation (Appendix X), reporting a network up time of 99.5% in November and December. The only exceedences to report were at 906 (Hinton), with 6 one-hour TRS readings in excess of the 10 ppb limit, with the maximum concentration reported being 20ppb and 1 twenty-four hour TRS reading in excess of the 4ppb limit, with the maximum concentration reported being 5 ppb.

b. Information Requests Report

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.

9. Other Business

Bob conveyed that the town of Edson has decided to become a member as of the 2007 year.

The board was notified that Mike Woods was no longer with Weyerhaeuser and would no longer be serving on the board of WCAS. Cecil proposed that he should be recognized for his years of service and as a founding member of the airshed at the annual general meeting. Bob to purchase a parting gift (**Action Item 4**).

Jerry asked if the fuel rider formula was complete; Bob to have a working formula for the next meeting (**Action Item 5**).

10. Next Meeting Date

The next meeting is the Annual General Meeting on May 25th, 2007. Other scheduled meetings:

September 21st, 2007

November 30th, 2007

Meeting convened at 14:00.