



WCAS General Meeting

Meeting Notes

March 1, 2006

9:00 a.m. – 12:00 p.m.

Main Board Room

Penn West Building, 50th Avenue West
Drayton Valley, AB

In Attendance:

Cecil Anderson	Pembina Agriculture Protection Association
Dave Stewart	Talisman Energy
Steven Probert	Capital Health
Gwen Wood	EUB
Jerry Navarro	TransAlta
Paul Belanger	Green Foundation
Robert Kitching	Brazeau County
Mary Griffith	Pembina Institute of Appropriate Development
Greg Ross	Elk Valley Coal

WCAS:

Bob Scotten	Executive Director
Barbara Johnson	Environmental Engineer

Absent with Regrets:

Hercules Georgiadis	Hinton Pulp
Mike Woods	Weyerhaeuser Ltd.
Audrey Kelto	Leduc County

ACTION ITEMS

Action Item 1: Bob to provide to the Board details of issues as outlined in section 5.1 of the Zone Managers report. (March 1 2006 Meeting Notes - p. 3)

Action Item 2: Bob to meet with Luscar representative, David Brand, to discuss the re-instating of the Steeper air monitoring station.

ONGOING ACTION ITEMS

Deferred Item 1: Bob to provide a formal letter to Alberta Environment outlining the limitations of accessibility concerning the Athabasca Lookout location in the event that Hightower must relocate.

1. Welcome and Introductions

Cecil Anderson called the meeting to order at 9:15 a.m. Introductions were made and committee members welcomed.

2. Approval of December 2, 2005 Draft Minutes

The meeting notes of the December 2, 2005 meeting, with a few minor revisions, were accepted by consensus.

3. Review of the December 2, 2005 Action Items

Action Item 1: Barb and Greg to provide Paul Belanger with information regarding power consumption, instrumentation specifications, and meteorological data for the purpose of evaluating the prospect of re-housing Hightower in its historical location with an alternate power source. **Complete.**

Action Item 2: Bob to complete and submit application for the NAPS funding provided for by Alberta Environment. **Complete.**

Ongoing Item 1: Bob to provide a formal letter to Alberta Environment outlining the limitations of accessibility concerning the Athabasca Lookout location. **Deferred.** This item depends on the Board's final decision regarding the relocation of the Hightower station.

4. Review of Financial Statements

Bob circulated a Statement of Revenue and Expenditures as at December 31, 2005. (*Attachment A & B*). The statements indicated that actual expenditures were on line with 2005 budget figures with the exception of insurance costs, accounting fees, and unbudgeted contributions to trending analysis undertaken by Dr. Warren Kindzierski.

Barb indicated that the WCAS operating budget had surplus funds as at the 2005-year end. The total cash available, including receivables, totaled approximately 450K. It was noted that ongoing operational activities would use a portion of these funds until such time as 2006 membership dues are collected. After a lengthy discussion it was decided that any surplus funds would be applied to outstanding loan commitments. In addition, it was noted that the EPCOR/TransAlta budget also carried a surplus, and it was decided that this would be applied to 2006 invoice billings to the parties.

Dave recommended that a three -five year plan be prepared to deal with future capital planning. It was further discussed that input from the technical committee would be necessary to address key issues concerning WCAS long-term goal setting. Issues identified included equipment depreciation and replacement, future revenues and membership contributions, and the implementation of a QA/QC system in concurrence with the recently updated Air Monitoring Directive.

5. Zone Manager's Report

5.1 Hightower Ridge Station Update

Paul Belanger of Living Design Systems presented an overview of the proposed wind and solar generated air monitoring station based on his research of historical meteorological conditions and power requirements at the Hightower station. Paul indicated that there were two components to consider for this project. The first being the building structure and the second consisting of the energy system requirements. It was noted that despite the higher than average wind speed conditions at the highly elevated location, the system would require the use of a generator to meet the power requirements. It was further discussed that additional solar panels and larger turbine units could be added to increase the generation of power supply and thereby slightly reduce the dependency on the generator unit.

Paul provided a schematic of the housing unit that included framing details, a floor-framing plan, mechanical and electrical specifications, as well as a plan for the heating and cooling system. Upon review of the design as presented by Paul, the Board decided that the approval of the Hightower proposal could be dealt with in two steps. Firstly, the building of the energy efficient housing unit could go ahead provided that the following concerns were addressed:

1. The housing unit complies with the standards of the Canadian Building Code.
2. That Health and Safety, WCB, and insurance issues are addressed with respect to the containment of the fuel storage tank within the proposed structure.
3. Further confirmation of the reliability of the cooling and heating design in the event of extreme temperature conditions.
4. Verification of the credentials of the consulting engineer contracted by Living Design Systems.

With respect to Board acceptance of the entire proposal it was discussed that there would need to be further investigation before WCAS could commit to the pilot project. Issues identified by Board members included:

1. The receipt of a more detailed cost breakdown for both capital and operational expenditures that also addresses any possible options i.e. additional turbines, solar panels etc. It was also suggested that the Board be advised of any possible risks.
2. A decision as to the choice of a fuel supply for the operation of the generating unit. Although biodiesel was suggested, questions were then asked as to the availability, efficiency, and costs of this fuel preference for the generator.
3. That measures be performed to ensure moisture proofing for the generation unit.
4. That an expert, such as Dr. Warren Kindzierski, advise the Board of distance specifications from which the generator exhaust would not influence ambient air quality readings.
5. That Alberta Environment agrees to provide flexibility in any downtime that may be unavoidable in the operation of the pilot project.

Action Item 1: Bob to provide to the Board detail of issues as outlined above.

5.2 Steeper Station

Bob circulated a letter describing the interest from Luscar Ltd. – Coal Valley Mine in the reopening and commissioning of the Steeper air monitoring station. (*Attachment C*). Bob indicated that a meeting with David Brand of Luscar Ltd. would be coordinated to further discuss the possibility of reinstating the Steeper site.

Action Item 2: Bob to meet with Luscar representative, David Brand, to discuss the re-instating of the Steeper air monitoring station.

6. Air Monitoring Update

6.1 Uptime Efficiencies, Exceedence Reports

Barb reported that uptime efficiencies for the WCAS network were 98.2 and 99.4 percent for the months of December and January, respectively.

Barb also reported that there were a number of one-hour Alberta Guideline exceedences over the two-month period with respect to the TRS parameter at the Hinton station. It was noted that 31 exceedences occurred in December and 3 in October above the 10 ppb H₂S Hourly Average Guideline. The maximum one-hour concentration in December was 71 ppb and in January was 23 ppb. It was also noted that there were four exceedences of the 24-hour average of 3 ppb H₂S Alberta Guideline's in December. The maximum reading was 4 ppb.

6.2 Data Request Updates

Barb reported the following requests for data during the months of December, January, and February:

Todd Jin / Dr. Warren Kindzierski of Seacor Environmental Ltd. requested QA/QC'd data for 2004 from the Genesee and Violet Grove site for the use in the Acid Deposition program.

Kevin McCullum of Focus Engineering requested all data related to November 2005 for the purpose of performing an internal audit of the WCAS data.

7. Other Business

7.1 Nisku Sour Drills

Cecil reported that PNOG has made a commitment to participate in a permanent monitoring grid in the Drayton Valley area in response to the hundreds of proposed critical sour drills in the region. It was reported that although the grid has been proposed that it is not in place this far.

7.2 Computers

Barb reported that the office computers were replaced in January with new equipment. Barb indicated that the spare equipment is in storage and in some cases disposed of. Cecil asked member whether there would be any objections to obtaining the one of the old computers. No objections were noted.

7.3 Breton Station

Bob reported that Dick Purveen of the University of Alberta is continuing to work towards securing grant funds to support the location of a permanent station in Breton.

8. Next Meeting

The next meeting date was scheduled for June 1 2006 in conjunction with the 11th WCAS Annual General Meeting.

The meeting ended at approximately 12:30 p.m.

Attachment A

West Central Airshed Society
Statement of Revenue & Expenditures
As at December 31, 2005

	Year-to-Date			Total Budget For Year	Balance in Budget
	Actual	Budget	Variance		
FUNDING					
Budgeted Membership Fees	805,396			768,260	-37,136
Network Cost Sharing	535			535	0
Hinton Pulp Operations Agreement	14,352			14,352	0
TOTAL FUNDING	820,283			783,147	-37,136
Less: GST portion of Funding	-52,724			-50,295	2,429
2005 Revenue	767,559			732,852	-34,707
Adjustments	34,695				
Revenue: Interest Income	1,958				
Less: Estimated Non Collectibles				-40,452	-40,452
FUNDING, NET OF GST	804,212			692,400	-111,812
OFFICE & ADMINISTRATION					
Administration Salaries	86,000	85,000	-1,000	85,000	-1,000
Temporary Administrative Assistant	1,275	2,500	1,225	2,500	1,225
Accounting & Legal	3,932	3,000	-932	3,000	-932
Bank & Credit Card Charges	983	1,000	17	1,000	17
Bank Loan Interest	9,847	15,000	5,153	15,000	5,153
Honorarium & Board Expenses	2,977	9,000	6,023	9,000	6,023
Other Meeting Expenses	475	2,000	1,525	2,000	1,525
Computer Software & Accessories	1,106	2,000	894	2,000	894
Communications Expense	24,114	30,000	5,886	30,000	5,886
Insurance	20,586	17,500	-3,086	17,500	-3,086
Office Equipment Rental	6,080	6,500	420	6,500	420
Office Rental	9,375	10,000	625	10,000	625
Office Supplies & Postage	3,928	4,000	72	4,000	72
Tel Fax & Internet	10,207	9,500	-707	9,500	-707
Grants, Donations, & Contributions	18,400	0	-18,400	0	-18,400
Miscellaneous Expense	0	500	500	500	500
TOTAL OFFICE & ADMIN EXPENSES	199,284	197,500	-1,784	197,500	-1,784
AMBIENT AIR MONITORING					
Utilities Expense	20,909	17,000	-3,909	17,000	-3,909
Contractor Expense	142,450	146,000	3,550	146,000	3,550
Chemical Analysis	4,682	20,000	15,318	20,000	15,318
QA/QC Expense	59,899	60,000	101	60,000	101
Site Maintenance & Development	550	5,000	4,450	5,000	4,450
Data Network Support & Software	5,091	6,000	909	6,000	909
Technical Workshops	1,128	5,000	3,872	5,000	3,872
Station Trailer Rental	2,160	2,200	40	2,200	40
Equipment Repair & Service	4,024	5,000	976	5,000	976
Equipment Loans Payable	92,400	92,400	0	92,400	0
Portable Trailer Expense	0	3,000	3,000	3,000	3,000
Field Supplies	15,618	20,000	4,382	20,000	4,382
Accommodations & Meals	2,905	6,000	3,095	6,000	3,095
TOTAL AAM EXPENSES	351,816	387,600	35,784	387,600	35,784
AGRICULTURE EXPENSE					
Operations Contractor	47,140	65,000	17,860	65,000	17,860
Soil Sampling & Analysis	2,595	5,000	2,405	5,000	2,405
Miscellaneous Expenses	1,800	6,000	4,200	6,000	4,200
TOTAL AGRICULTURE EXPENSE	51,535	76,000	24,465	76,000	24,465
HONORARIUMS					
Land & Co-op Honorariums	2,600	2,200	-400	2,300	-300
TOTAL HONORARIUM EXPENSE	2,600	2,200	-400	2,300	-300
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	627,236	685,300	58,064	685,400	58,164
SURPLUS (DEFICIT)	176,977			7,000	

*Reflects Unbudgeted Bonus of \$1000

* Reflects increased costs due to additional accounting with respect to Utility Companies

*Reflects increase in Insurance Premiums

*Unbudgeted Research work performed by Dr. Kindzierski & Paul Belanger

*Costs representative of increased polling functions for Utility companies & the costs of the cellular connection required at Breton

*Included unbudgeted honorarium for Cliff Whitelock

Attachment B

West Central Airshed Society - EPCOR/TRANSALTA
Statement of Revenue & Expenditures
As at December 31, 2005

	Year-to-Date		Total Budget For Year	Balance in Budget
	Actual to Date	Budget		
FUNDING				
Epcor Operating Agreement	68309		68309	0
TransAlta Operating Agreement	204927		204927	0
TOTAL FUNDING	273,236		273,236	0
AMBIENT AIR MONITORING PROGRAM				
QA/QC Data Reporting	7630	8500	8500	870
Land Honorariums	1000	1000	1000	0
AAM Equip Loan Payments & Interest	132631	133800	133800	1169
Utilities Expense	11461	12000	12000	539
Contractor Expense	61977	65500	65500	3523
Chemical Analysis Passive Program	24821	24336	24336	-485
Site Maintenance	1540	5000	5000	3460
Insurance	10412	9100	9100	-1312
DAS Licensing Fee	909	2000	2000	1091
Field Supplies	10824	12000	12000	1176
TOTAL AMBIENT AIR MONITORING	263,205	273,236	273,236	10,031
TOTAL EXPENSE	263,205	273,236	273,236	10,031
SURPLUS (DEFICIT)	10,031		0	0



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Bob Scotten
Executive Director
West Central Airshed Society
PO Box 7421
Drayton Valley, AB T7A 1S6

Feb. 16, 2006

Dear Mr. Scotten;

Re: Steeper Monitoring Station

Coal Valley Mine (CVM) is operating an open pit coal mine within the eastern foothills region of the province. Regulatory reviews of recently approved mining plans required the company to address air quality issues in and around the proposed mine development. At that time we noted that WCAS has dropped the Steeper monitoring site from its program. CVM would like to understand the opportunity and value of WCAS reopening this monitoring station.

Certainly, operation of this site would be of direct advantage to the mine for establishing qualitative air quality information. However, the site would also be representative of all coal mining within the eastern slopes and also falls within a large forest management area.

An informal discussion meeting is suggested for CVM to gain a better understanding of the monitoring programs within the airshed and utility of reopening the Steeper site. Your advice on this matter would be appreciated.

Yours sincerely;

Les LaFleur
Manager, Mine Permit

cc Dave Brand, Luscar Ltd.
Rolfe Timm