



WCAS General Meeting Draft Meeting Notes September 21, 2007

9:00 a.m. – 2:30 p.m.

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

In Attendance:

Cecil Andersen	Pembina Agriculture Protection Association
Cheryl Kurbis	Talisman Energy
Adam Stokowski	David Thompson Health Region
Gwen Wood	EUB
Jerry Navarro	TransAlta
Audrey Kelto	Leduc County
Robert Kitching	Brazeau County
David Brand	Luscar Ltd./Sherrit Coal
Andy Lamb	AB Environment
Rick Phaneuf	AB Environment
Grace Gruber	Pembina Institute

WCAS:

Bob Scotten	Executive Director
Patrick Andersen	Environmental Specialist
Greg Swain	Senior Technologist
Krystal Tuftin	Office Administrator

Absent with regrets:

Hercules Georgiadis	Hinton Pulp
Jeff Sansom	Epcor
Steven Probert	Capital Health

ACTION ITEMS

Action Item 1: Bob & Greg to go to DunnRight and talk to them regarding our Globalstar System and replacing it with a GPS tracking system.

Action Item 2: Bob to arrange for Paul Belangier to come talk to the board about the Technical side of Hightower and the operation of its Generator.

Action Item 3: A Contractor will be hired for setting up and installing some sheds for the Ag Program.

Action Item 4: Bob to arrange for tour of Hightower on October 17th. This will be an all day event.

Action Item 5: Bob and Rick to work together to write a letter to the stakeholders that are in the area of the Boundary Expansion Proposal to gauge the response and interest.

Action Item 6: Bob and Greg to put a document together to present to the board at the next meeting for extra operation and maintenance support.

Action Item 7: Bob to arrange for purchase of annular denuder for the Violet Grove station.

Action Item 8: Bob to write a letter to AB Environment to explain building replacement instead of building repairs.

Action Item 9: Bob to bring a presentation back from the October 3rd Alberta Environment PM and Ozone Work shop. This presentation will be made at the November general meeting.

Action Item 10: Greg to obtain building permits from Parkland County for the future site donated by TransAlta.

Action Item 11: Greg to check on units that need surge protectors and to get one for the units that do not have one. Send the existing surge protectors out for re-calibration.

Action Item 12: Nancy is to prepare a Display Board that can be used as a communication tool to help bring awareness of the WCAS activities to the public. Bob is to assign this task to Nancy.

1. Welcome and Introductions

Cecil Andersen called the meeting to order at 9:10 a.m. Introductions were made.

2. Approval of Agenda

The agenda for this meeting was approved by consensus.

3. Approval of May 25, 2007 Draft Minutes

The meeting notes of the May 25, 2007 meeting were accepted by consensus.

4. Review of the March 23, 2007 Action Items

Action Item 1: Bob to write a letter to Deputy Minister as a written record of his conversation.

It was decided that the letter wasn't necessary due to Alberta Environment setting up a workshop on PM and Ozone. **Action Item Completed.**

Action Item 2: Greg to bring a firm quote for a Tracking Unit; research the cost of emergency buttons and to get a second quote.

The cost for the Certified Tracking System; Software Cost Host Interface \$275.95, each satellite tracking unit \$1705.90, each Grace Pager T2 unit \$1199.95, each install \$100.00, each system per month fee \$43.00 (non of these prices include GST.) **Action Item 1**, this action is ongoing.

Action Item 3: Bob to have a fuel rider formula prepared for next meeting.

WCAS will be using a website that will help calculate a fuel rider based on average pump prices. **Action Item Completed.**

Action Item 4: Patrick is to determine why the Telephone expenditures are higher than Budgeted.

A phone number was assigned to the Office and Admin. expenses, when it should have been assigned to Ambient Air Monitoring Utilities Account. The error was corrected. **Action Item Completed.**

Action Item 5: Patrick to undertake the second invoicing.

Action Item is completed.

Action Item 6: Bob to send Paul Belange a registered letter communicating Boards displeasure with the progress of the Hightower Project.

Bob did not write letter because Paul had demonstrated a definite schedule. **Action Item 2.**

Action Item 7: Bob to Hire an individual for administrative staffing.

Krystal Tuftin was hired at the beginning of July. **Action Item Completed.**

5. Financial Update

Krystal presented the Statement of Revenue and Expenses as at August 31, 2007 (Appendix A). Explained the Epcor/TransAlta Statement of Revenue & Expenditures. It showed a Deficit because there has been money spent and Epcor/TransAlta payment had not been received when the budget was created for the meeting.

6. Shop Development and Agriculture Program Storage

Building a Shop at a site provided by TransAlta. Bob had asked for comments or concerns regarding the Shop Development.

Storage sheds for the Ag program will cost approximately \$1,000.00 each, a contractor will be hired to set up the sheds. **Action Item 3.**

7. Zone Managers Report

A. Hightower Station Operations and Launch

Hightower is almost up and running, we are waiting to get a chain link fence around the station. Bob is going to hire a vehicle to transport all people who are interested to see the Hightower Site. The tour is going to take place on October 17 2007 and the bus will leave from Edmonton. **Action Item 4.**

B. Alberta Airshed Council, Airshed Workshop

Airshed Workshop date is October 22 & 23 in Calgary at the Radison Airport Hotel. The fee for a corporate individual is \$200, a non-corporate individual is \$50. Individuals who are interested in attending are to contact Bob as soon as possible so he can register them.

C. Agriculture Contractor/Genesee Plot Site

The agriculture contractor that was hired this year has worked out well and he is interested in coming back next year.

Epcor has set some land aside for the test plot and for the monitoring station. The 2007 spraying and tilling will be done by a local farmer. The plot site will be ready for planting in 2008.

D. Sentinel Monitoring Program Update

Topic was covered at the last board meeting.

E. Northern Expansion Request -Ken Astill (SemCAMS)

Ken was unable to attend the meeting. The expansion of the airshed boundary will be to the north. Cecil feels that WCAS has freed up some time and should take a closer look at the boundary expansion. Audrey feels that we should take a look at it to determine what kind of workload and what kind of a project it will entail by expanding the WCAS border. A main concern of the board members was that the emissions that are North of our existing boundary currently drift into our monitoring area. Another concern was that the stakeholders that are in the area North of us are companies that are slower at paying membership fees. The general consensus was that if the expansion was to happen we would need financial commitment from the industry in order for the project to sustain itself. Bob and Rick are going to write a letter to the industry seeking their support or non-support of the expansion. **Action 5.**

F. Additional Operations and Maintenance

Dr. Kindzierski has requested funds from WCAS to help compensate Dean Yustak for his extra work on the Acid Deposition program.

It is a demanding job and in order to get the most accurate data possible the equipment needs constant attention. Jerry pointed out that we might need more staffing to keep up with more demanding programs needs of the airshed. Bob asked for \$1000 per month for additional Operations and Maintenance. **Included in Action 5.**

Bob requested the addition of an extra station to the South East part of our airshed region. Interest has been shown for PM and Ozone in the southeast.

Bob said that a new annular denuder needs to be purchased to replace the old unit at Violet Grove. **Action 6.**

G. Tech Trainee Request

Bob would like to see an extra person hired for a technical training position for WCAS, in the event a contractor was to quit or retire. WCAS needs too have a technician trained and familiar with the daily tasks Bob and Greg are to put a document together to present to the board at the next meeting to support this request. **Included in Action 7.**

H. 2008 Budget Draft

There was some concern that the projected membership fees did not reflect the unpaid or uncollected fees. Bob requested that a sub committee be formed to take a closer look at the budget and work out some numbers for the next meeting.

I. July AENV Audit

Bob reported that overall the Audit went good, despite having power outages at Genesse and Carrot Creek during the Audit. The source of the power outages was thunderstorm activity in the area. The power outages caused an electrical panel to be replaced at the Genesse Station, and a modem to be replaced at the Carrot Creek station. The Audit reported that Telus and Fortis failed to respond promptly, which caused additional downtime.

Jerry's concern was how long a station would be down before someone had noticed. Greg said each station is checked remotely each day; the longest a station would be down is no longer than 24 hours. Bob mentioned that in the future we should look into an alarm system to avoid long periods of down time.

The Quality Assurance booklet must be brought up to date and in each trailer before 2008. There were a few repairs and safety items that needed to be added to some of the stations. WCAS is not going to make repairs to Edson, Drayton and Breton stations if the Board approves the request for building replacement. Bob is going to write a letter to AB Environment to explain the plan to replace or repair the buildings. **Action 8.**

J. Alberta Environment - PM and Ozone Workshop

Bob is going to bring back a presentation from the October workshop to present at the November board meeting. **Action 9.**

K. Shop Development

Greg is to talk to Parkland County regarding building site and layout for the shop on the site near TransAlta. **Action 10.**

L. Monitoring and Reporting Plan Developments

This topic covered in other points.

8. Air Monitoring Update

a. Airshed Monitoring Activities Report

Patrick made a brief PowerPoint presentation (Appendix **A**), reporting a network up time of 99.2% in May, 98.2% in June, 97.9% in July and 96.4% in August. The only exceedance to report was at 906 (Hinton), with 1 one-hour TRS reading in excess of the 10 ppb limit, with the maximum concentration reported being 12ppb. The uptimes were noted to be lower than typical due to power outages at Carrot Creek, Meadows and Genesee. It was also pointed out that these uptimes include instruments that are not required to report to Alberta Environment.

b. Information Requests Report

Genesee precipitation data is submitted monthly Dr. Kindzierski as part of his work with the EPA. As well, wind data from the Tomahawk site was provided to AN-GEO Environmental Consultants as part of a project to determine the prevailing wind background in the area.

There was discussion about surge protectors. Each station should have them to protect the equipment from thunderstorm activity. Greg is going to check all stations that do not have a surge protector and to get one for each station. He is also going to send out existing surge protectors for servicing. **Action 11.**

9. Other Business

Gwen would like to see more involvement from other sectors ex: Transportation. She would like to see the public to be aware of the airshed and be more involved. Audrey said that we should be trying to target the younger generation. Bob is going to talk to Nancy about doing a communication report/presentation to help bring more awareness to the public. Also to talk to her about doing some sort of communication report for the younger children to make them aware of the airshed and its role in the future. **Action 12.**

Meeting adjourned at 2:32 p.m and next board meeting on November 30 at the PennWest Building.

Appendix A

Uptime Efficiency and Exceedance Report

May

May	Station Average Uptime Percentage
Tomball (901)	98.5
Wald Grove (962)	97.8
Canal Creek (933)	100
Hinton (986)	99.9
Power (937)	98.6
Meadow (968)	98.4
Wagner (969)	100
Genesee (918)	98.2
Drayton Valley (915)	100
Edson (912)	99.9
Stratos (913)	100

May

- Average network uptime: 99.2%
- Exceedances
 - Hinton (TR5)
 - 1 one-hour in excess of 10 ppb H₂S
 - Maximum concentration of 12 ppb

May

- Monitoring notes for May
 - Precipitation unit damaged by winds at Power and Genesee

June

June	Station Average Uptime Percentage
Tomahawk (901)	98.8
Midland Grove (902)	100
Canal Creek (903)	100
Hinton (906)	100
Power (907)	98.8
Meadows (908)	98.8
Wagner (909)	98.8
Genesee (910)	98.8
Dayton Valley (911)	100
Edison (912)	98.8
Breton (913)	95.1

June

- Average network uptime: 98.2%
- Exceedances
 - None to report

June

- Monitoring notes for June
 - Power failure at Meadows June 11th through 14th.
 - Data acquisition failure at Wagner.
 - PLC unit failure at Breton caused irregular data acquisition.

July

July	Station Average Uptime Percentage
Tomahawk (901)	98.8
Midland Grove (902)	98.8
Canal Creek (903)	98.8
Hinton (906)	98.8
Power (907)	98.8
Meadows (908)	98.8
Wagner (909)	100
Genesee (910)	98.8
Dayton Valley (911)	100
Edison (912)	98.7
Breton (913)	98.8

July

- Average network uptime: 97.9%
- Exceedances
 - None to report

July

- Monitoring notes for July
 - Power failure on July 17th damaged electrical circuitry at Genesee
 - Brought back online on July 22nd.
 - Power failure at Carrot Creek

August

Station	Station Average Uptime Percentage
Timahawk (001)	99.9
Walden Green (002)	100
Carrot Creek (003)	99.7
Hudson (006)	99.9
Power (007)	99.9
Meadows (008)	99.9
Wagner (009)	100
Genesee (010)	99.9
Drayton Valley (011)	100
Edison (012)	99.9
Brookton (013)	99.9

August

- Average network uptime: 96.4%
- Exceedances
 - None to report

August

- Monitoring notes for August
 - Edson wind speed propeller vane damaged late in July/early August; repaired late August
 - Few analyzers at Edson, so one can modify average greatly