

**AESO RELIABILITY COMMITTEE (ARC)
April 14, 2011
MEETING MINUTES**

ATTENDEES

Name	Role/Representation	Organization
Mike Law	Chair	AESO
Jason Murray	Alternate Chair	AESO
Maureen Higgins	TFO	AltaLink
Glen Sutton	TFO	ATCO Electric
Wes Kadonaga	TFO	Enmax
Travis Robinson	TFO	EPCOR
Stewart Purkis	TFO	City of Lethbridge
Ligong Gan	TFO	City of Red Deer
Sandy O'Connor	Generation Owners	TransAlta
Subrota Bairagi	Industrial Systems	Suncor

Absent: Heidi Kirrmaier

1. Approval of minutes

- Meeting minutes of November 30, 2010 approved for posting on the AESO website.

2. Review Outstanding Action Items

a. ARS Project Schedule review

- The ARS project schedule will be revised pending the resolution of various outstanding issues that impact multiple standards (i.e. GO/TO, double jeopardy, applicability). The newly formed ARC Discussion group will be addressing these issues and preparing recommendations for the ARC. It is expected that many of these issues will be addressed in mid-late May. A new schedule will be prepared by the AESO and sent to the ARC members for review.

b. TOP-005 Information Document (ID) development

- An ID is being drafted for TOP-005 to provide clarity for market participants. The ARC Discussion group will review the standard and assess if minor revisions can be made to improve the standard. If the standard requires significant redrafting, it will be the first standard addressed upon completion of the ARS Implementation project.

c. ARS Applicability

- ARS drafting will assess applicability on a standard by standard basis going forward. This will improve clarity for applicability. The AESO will provide ARC members with the Compliance Monitoring Program Applicability Assessment process.

3. ARS Project Update

a. ARS Project Charter outline

- The AESO is preparing a project charter for ARS implementation as requested by the ARSUG. It will be sent to ARC members for review in late May. The AESO has committed to sending any standards to the ARC prior to filing with the AUC.

b. Outstanding regulatory principles/issues

- It was identified that there is a gap in the current ARS development process for addressing issues that exist across multiple reliability standards once those standards have passed the ARC. A discussion group has been formed to address this gap. It was determined that this group will report to the ARC. The AESO will revise the ARS development process upon completion of the current project and seek feedback from the ARC on that process.
- The ARC Discussion group first met on March 28 and established a Terms of Reference for the group and identified a number of high priority issues it would tackle first. Recommendations from the group will be presented to the ARC. The next meeting for the group is scheduled for April 20. It was requested that the agenda be forwarded to the ARC members.
- Sandy prepared a letter dated January 21, 2011 identifying a number of regulatory principles/issues. It was decided that these issues will be addressed by the ARC Discussion group and referred to the Compliance and Security workgroups as appropriate. Other related issues raised by the ARSUG will also be addressed by the ARC Discussion group. The ARC Discussion group will report on these issues back to the ARC.

4. CIP Standards Implementation Plan

- CIP 003 through 009 will be put on hold for the time being. The security workgroup will continue development of CIP-002 but move from version 2 to version 4 of the NERC standard for adoption in Alberta. It is expected that CIP-002 will be filed with the AUC by the end of 2011. There is a question about how CIP-002 relates to the current critical asset process. Sandy and Maureen will send governing documentation to ARC members for review.

5. Role of ARC (proposed Terms of Reference)

- The first draft of the revised Terms of Reference (dated Feb 28, 2011) was sent to ARC members prior to the meeting for review. A second draft was circulated at the meeting (dated April 14, 2011) with questions for consideration. The ARC members decided that the focus of the ARC should continue to be ARS until the completion of the implementation project. At that time, the ARC will consider revising the role of the committee to include other reliability related topics for review and discussion. The AESO will prepare a document outlining the role of the various workgroups that report to the ARC to be included with the Terms of Reference.

6. Establish ARC Membership

- The ARC membership was reviewed as outlined in the Terms of Reference. It was determined that the Cities of Red Deer and Lethbridge will share representation for the additional TFO role representing small municipal TFOs. They will determine who will be the primary and alternate members going forward. It was agreed that the ARC should now consist of two Generation Owner representatives. Sandy will coordinate with the other Generation Owners and advise the ARC of the names of the individual representatives. Subrota will coordinate with the other Industrial Systems and advise the ARC of the names of the individual representative. As required, the AESO will facilitate contacts for member representation.

7. Set 2011 Meeting Dates

- The next ARC meeting will be scheduled for the afternoon of June 15 as agreed to in the meeting. Future meetings will be scheduled for September and late November.

8. Action Items

Action	Assigned to	Due Date
Schedule 2011 ARC meeting dates	Mike	May 15
Provide ARC Discussion group agendas to ARC members	Jason	May 19
ARC Discussion group to review TOP-005	Jason	May 19
Post November 30, 2010 meeting minutes on AESO website	Jason	May 31
Determine municipal TFO primary and alternate representatives	Stewart/Ligong	May 31
Determine two Generation Owner ARC representatives	Sandy	May 31
Determine Industrial Systems ARC representative	Subrota	May 31
Provide revised ARS project schedule at next meeting	Jason	June 15
Provide TOP-005 ID to ARC members at next meeting	Jason	June 15
Provide applicability assessment process at next meeting	Jason	June 15

Provide ARS Project Charter to ARC members at next meeting	Jason	June 15
Provide current critical asset governance documentation for review at next meeting	Sandy/Maureen	June 15
Revise ARC Terms of Reference including ARC workgroup roles	Jason	June 15
Revise ARS development process upon project completion and review with ARC members	Jason	Dec 31

9. Next Meeting

July 7, 2011