

AGM OIL SPILL CONTINGENCY GROUPS #4 & #5 MINTUES JANUARY 4, 2019  
The meeting commenced at noon with a luncheon and introduction of attendees.

ATTENDEES:

Laurel Mohl, COR Safety Solutions  
Chris Reid, Rife Resources/Mastec  
Sonja Bush, Secretary Treasurer  
Glenn Wiens, Gibson Energy  
Kevin Wallewein, Capital Energy Corp  
Parker Cameron, Steel Reef  
Jamie MacDonald, Torc Oil & Gas Ltd  
Sean Garagan, Torc Oil & Gas Ltd.  
Colin Martin, Torc Oil & Gas Ltd.  
Tun Buchanan, Corval Energy Ltd.  
Kevin Cooke, Whitecap Resources Inc.  
Jonas, Fenn, MER  
Ron Bartlett, Whitecap Resources Inc.  
Charles Hignett, Enerplus Corporation  
Kevin Frith, CNRL  
Doug Giroux, Cardinal Energy  
Dean Pylypuk, MER  
Randal Miiller, MER  
Dale Schmidt, Plains Environmental  
Chris Humphries, Crescent Point  
Dean Lemieux, NAL Resources  
Daryl McFadden, Dino-Mite Consulting Inc.  
Ron Perkins, Burgess Creek Exploration  
Randy Ulrich, Axial Exploration/Hummingbird Energy  
Gary Radtke, Enbridge  
Wade Ashworth, Ridgeback Resources

Review Old Business 2018

Trailer # 2 will be moved to Carlyle and stored at a keylock compound owned by 101264462 Saskatchewan Ltd. This is a 24' trailer and is used to store booms only. A Storage Depot Rental Agreement will be completed by Chris Humphries and sent to Sonja Bush.

### Training Exercise Update 2018

Jonas Fenn gave the training update stating the training went well. There were 173 attendees at Mainprize and 155 at Moose Creek. 37 out of 92 membership companies attended. A few procedures need to be updated i.e. not to flood motors. This will be taken care of by Jonas Fenn and Laurel Mohl and uploaded onto the web page.

### Area Chairperson Meeting Update

Laurel Mohl reviewed the meeting minutes from the annual area chairperson meeting, which is also located on website at [www.saskoilspill.com](http://www.saskoilspill.com).

### Membership Update

Sonja Bush provided the membership update stating in 2018 85 invoices were mailed out in January. In September another 42 invoices were sent out as Ministry of Energy & Resources had provided a list of several companies with wellbores which were not members. Of the 42 mailed in September 13 became paid members. Some companies had contacted Dean Pylypuk with reasons some valid and some not for becoming members. This list of delinquent companies has been forwarded to Regina MER to deal with.

Of the 85 invoices mailed in January 77 are paid members.

In total, there are 92 paid members, 90 paid \$600, 1 paid \$200 due to the company selling during the year and 1 paid \$50 becoming a member in December.

In total the revenue was \$54,250.00

The following companies sold in Dec 2017 & 2018:

Elswick to Torc Oil & Gas

Dave Oil to Riverview Developments

Postell to Spartan

Spartan to Vermillion Energy

Villanova 4 to Torc Oil & Gas

Silver Bay To Burgess Creek

Plains Midstream (SE Sask) to Steel Reef Infrastructure

Discussion was held as it was decided that on June 1st any unpaid companies a second notice will be sent out. Then after July 1st any remaining delinquents will be sent to Dean Pylypuk, MER, Estevan and then to MER in Regina who will send out non-compliance letters.

#### Custodian Update/Trailers/Equipment (Daryl McFadden)

The trailers were not called upon for an oil spill this year. The training utilized the trailers once again at Mainprize and Moose creek. There was a good turnout at the training exercise once again. After the training at Moose Creek the equipment was taken out of the trailer and the trailer was pressure washed inside and out in prep for the Oil Show in Redvers. Equipment was washed, dried and put back in the trailer as well. The show was attended, and the trailer was put on display. The show went well and thank you to the volunteers who manned the trailer. The training trailer was taken back, cleaned up and stored in the compound in Weyburn ready for use if need be. The roof on the training trailer was leaking again as the product we used to repair did not do the job as we thought it would. Custodian went to Minard's Leisure in Weyburn to inquire and possibly get an idea how to repair the leaking roof. They suggested a roll of tape that they use for repairs of the same nature. We purchased same, cleaned off the seams on the roof of the trailer and applied the repair tape. At this point in time we had to remove everything from the trailer to dry it out as well as scrub the mold that was beginning to form on the wall from the moisture. We let the trailer air out and dry for a couple days then moved all the equipment back in the trailer. In our routine checks we find this product has worked so far and we believe it is a good repair this time. Hopefully no more water issues. Just a footnote for someone using this product make sure it is applied right the first time there is no second chance unless you buy another roll. On our routine check in September, we noticed no water had leaked into the trailer. Looks like the tape has done the trick. We did find the new generators would not start at this time. We drained the fuel, cleaned the spark plugs and added fuel stabilizer at this time. Both ran fine after this light maintenance. All the other equipment started and ran fine so we will keep an eye on the generators. The trailers all have decals with our name on them and are numbered #1 training trailer, #2 boom trailer, #3 storage trailer for all other extra equipment.

We have ordered 400 ft of new elastic boom compatible with our existing elastic booms. They are in route and should be in Weyburn shortly. These booms will be dropped off at Apex, Weyburn and when they arrive, we will hang them in our boom trailer and then it can be moved to Carlyle as requested. Total price FOB Weyburn is \$16,276.52. That will give us approximately 600 feet of new boom and 400 feet of used boom. Quality Tire, Weyburn has been going to the storage yard each spring as requested to air up the tires and visually check the running gear on each trailer at no charge. We thank them for that. The trailers and equipment are ready to go at anytime and with a phone call to the carrier. Here's hoping we don't need to send them out.

### Web Site Review

Laurel Mohl reviewed the web site stating that Trailers 1 & 3 will remain in Weyburn and #2 will be moved to Carlyle.

### **ACTION ITEMS:**

1. On website: Laurel to revise the equipment policy to state that if the booms are used for an oil spill the booms must be replaced and the company that used them will be billed a replacement cost.
2. Laurel to correct Kevin Cooke's cell number on the On-Call Sheet.

### Contract Positions

Chris Humphries made a motion to accept the Custodian contract as presented. Chuck Hignett seconded.

Dean Lemieux made a motion to accept the Chairperson/Technician contract as presented. Doug Giroux seconded the motion.

Randy Ulrich made a motion to accept the revisions to the Secretary-Treasurer's contract as presented. Dale Schmidt seconded the motion.

Budget Report January 4, 2019

Jan. 1/2018	Balance forward	\$36, 194.72
Income: 92 total members		\$54, 250.00
1 @ 50.00, 1 @ 200, 90 @ 600		
Expenses		\$-42,896.59
Balance		47,548.13
3 yr Resources Plan is in this figure		
GIC Investment with BMO		\$36,482.80
Total funds		\$84,030.93

2018 budget was approved at \$62, 325.00. This figure included the purchase of booms for \$12,000.00. However, difficulty securing the correct booms was encountered; therefore, the capital expense is being carried forward to 2019. The booms will cost approximately \$20,000.00 which has been put into the budget.

IF the proposed budget of \$66075.00 is accepted

Anticipated income for 2019	\$54,000.00
Anticipated expenses	-\$66,075.00
Balance Dec 31/2018	\$35,473.13
Plus, the GIC Investment	\$36,482.80 (interest for 2019 not added in)
Total funds	\$71,955.93

Chris Humphries made a motion to spend \$5,000.00 to purchase a Watergate Dam. Kevin Cooke seconded the motion.

Ron Bartlett made a motion to increase the capital expenses for the additional cost of the booms another \$8,000.00. Kevin Cooke seconded the motion.

Kevin Cooke made a motion to leave the membership fees the same being \$600 + GST Gary Radtke seconded the motion.

Ron Bartlett made a motion to accept the budget of \$71,075 as presented. Dean Lemieux seconded the motion.

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<b>Category</b>		<b>2019 Budget</b>
Accounting		\$1,500.00
Advertising		\$2,500.00
Answering Service		\$3,500.00
Area Chair Meetings		\$500.00
Custodian		\$6,000.00
Custodian Out of Scope		\$1,500.00
Custodian Mileage		\$500.00
Chairperson/Technician		\$7,000.00
Chairperson Mileage		\$500.00
Insurance		\$2,500.00
License Registration		\$775.00
Meetings		\$1,000.00
Office Supplies		\$600.00
Postage & Box Rental		\$550.00
Secretary Treasurer		\$7,200.00
Telephone (634-6277)		\$500.00
Trailer Storage		\$2,250.00
Training		\$5,000.00
Trailer Expenses		\$2,000.00
Website Maintenance		\$200.00
GST		
Capital Expenses:		
River Booms		\$20,000.00
Watergate Dam		\$5,000.00
<b>TOTAL</b>		<b>\$71,075.00</b>

Call Out Sheet

**ACTION ITEM:** Laurel to revise the on-call schedule to list Sonja Bush as the contact for non-emergencies and contacts for emergencies. Laurel to contact Estevan Answering Service to advise them that there are Emergencies which is the request for the use of trailer and Non-Emergency such as membership, or general inquiries.

Emergency contact is Daryl McFadden 306-861-2320

Non-Emergency contact is Sonja Bush 306-421-5241

Please reference On-Call Schedule for list of executive members and phone numbers.

Executive Committee

Chris Humphries (Crescent Point), Kevin Cooke (Whitecap Resources), Dean Lemieux (NAL Resources, Doug Giroux (Cardinal Resources), Chuck Hignett (Enerplus Corporation, Glen Wiens (Gibson Energy), Jay Longman (Gibson Energy) and Jon Hutt (Matrix Solutions).

**ACTION ITEM:** Laurel to email all executive members a soft manual of all pertinent equipment and trailer information in order to take emergencies calls.

Signing Authority

Kevin Cooke made a motion to have the signing authority remain as Sonja Bush, Dean Lemieux, and Kevin Frith. Colin Martin seconded the motion.

2019 Training Exercises

Mainprize Park            May 14 & 15, 2019

Moose Creek              May 21 & 22, 2019

Weyburn Oil Show

June 5 & 6, 2019. Volunteers will be required.

Chuck Hignett made a motion for Sonja Bush & Laurel Mohl to have access to CRA GST account. Sonja to contact GST and update list. Kevin Cooke seconded the motion.

Government Update

Dean Pylypuk spoke about Incident Reporting, Sour gas and Surface water. IRIS was launched 3 years ago and is working okay Directive 14 should be reviewed. Refer to IRIS to update your knowledge of responsibilities.

Meeting adjourned at 3 pm

**ACTION ITEM:** Laurel to email Equipment & Trailer Usage Agreement with updates, Alphabetical Membership List. Also email the minutes out to all members.