

AGENDA**Oil Spill Contingency Group Area #4
& #5 Annual Meeting****January 14, 2021****Time: 10:00 am – 1:00 p.m.****Place: ZOOM Meeting**

Meeting called by:	Executive Committee	Type of meeting:	Oil Spill Contingency Annual Meeting
Chairperson:	Laurel Mohl	Note taker:	Sonja Bush (Secretary/Treasurer)

Agenda**10:00 am**

Welcome Members/Introductions	Laurel Mohl
Add any other agenda items:	

Review Old Business 2020**MINUTES**

Review Minutes/Annual Meeting 2020	Laurel Mohl	5
Custodian Update/Trailers/Equipment	Peter McFadden	5
Training Exercise Update 2020	Cancelled	5
Review Meeting Minutes from Areas Chairperson Meeting	Cancelled	5
Membership 2020 Update	Sonja Bush	5

New Business 2021

Web Site Review (Available on phone)	Laurel Mohl	5
Trailer Storage/Equipment Update	Peter McFadden	10
Purchase of New Equipment for Trailer #2	Chris Humphries	5
Review Contract Positions	All	5
Membership Dues for 2021	All	5
Budget Review	Sonja Bush	15
Volunteer Signing Authority – 3 Positions Required	All	5
Break		
Review Call-Out Sheet	All	5
Select Executive Committee	All	5
Weyburn Oil Show Dates (To be Determined)	Laurel Mohl	5
Training Exercise Dates (To be Determined)	Laurel Mohl/Jonas Fenn	5
Government Update – Regulatory Requirements	Randal Miiller	10
Roundtable	All	5
Closing Remarks	Laurel Mohl	5

Oil Spill Contingency Groups #4 & #5 Annual Meeting Minutes, January 14, 2021

NOTE: Due to COVID19 restrictions the annual meeting was not held but a meeting was held virtually with the executive members in attendance.

The following were present:

- Laurel Mohl, Chairperson,
- Peter McFadden, Custodian,
- Sonja Bush, Secretary Treasurer,
- Jon Hutt, Matrix Solutions
- Jonas Fenn, MER
- Sam Bakala, Torc Oil & Gas
- Kevin Cooke, Whitecap Resources
- Chris Humphries, Crescent Point
- Tyler Sorenson, Vermilion Energy
- Doug Girioux, Cardinal Energy Ltd.
- Randal Miiller, MER

Laurel commenced the meeting with the individuals introducing themselves.

Reviewed Old Business 2020

Review Minutes of 2020

The minutes were reviewed. Sam Bakala made a motion to accept the minutes as reviewed.

Kevin Cooke seconded the motion. AIF

Custodian Update

Trailer Storage Update

Peter McFadden gave a report about the trailers. The trailers were not dispatched in 2020.

Th annual maintenance was completed with the black mold issue underneath the shelving was the main project. Peter had the trailers moved to his acreage and washed the shelves with hydrogen peroxide, soap and water, then bleach and more soap and water. The mold was gone. When the annual spring inspection is done, he will see if there are any further issues with the mold. All engines were tested, and everything was serviced and the fire extinguishers were recertified.

Peter compiled an extensive list of the inventory, which is posted on the website. Booms were cleaned, new hangers were installed in #2 trailer. The trailer storage in Weyburn is at Top Notch Towing. It's a secure location with a Top Notch employee being present to let anyone in to check the trailers. Chris Humphries reported that Trailer #2 in Carlyle is at a secure storage place operated by 1010264462 Sask. Ltd. The winch was not purchased; however, there were 2 watergate dams purchased and Peter verified that the watergate dam is in fact in place in Trailer #2. Sonja stated she has not received an invoice but did allocate the purchase for 2021 budget.

Action Item: Chris Humphries is to check into this matter. January 14 Chris emailed the invoice from Envirotech Nisku Inc. after contacting them. They forgot to send the invoice in 2020. Sonja paid the invoice on the 15th of Jan. **RESOLVED.**

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Training Exercises Update

Due to Covid19 training exercises were cancelled in 2020.

Chairperson Meeting 2020 Update

Due to Covid19 there was no Area Chairperson Meeting.

Membership Update 2020

Sonja Bush provided the membership update that in 2020 there were 101 invoices sent out and 74 paid memberships. In April 2020 the executive waived the fees for 2020 due to Covid19. However, the paid companies will have that amount applied to their 2021 invoices. There were 2 companies that paid for their 2019 invoices with late payment fees of \$75 collected. Two new members (fees waived) are Anova Resources and Rok Resources. There were twenty-two companies that chose not to pay in 2020 these companies will require to pay for the 2021 membership. Sonja projected that for 2022 there will be approximately 100 companies to invoice.

Membership Summary

Income :	2019	1 x	\$375.00
		1 x	\$600.00
	2020	73 x	\$600.00
	Total income \$44,775.00		

Kevin Cooke made a motion to accept the membership report. Doug Giroux seconded the motion. AIF. Randal Miiller stated there were a couple companies no longer in existence. He will email Sonja the names. **ACTION ITEM....**

New Business 2021

Laurel advised that the Web Site is now available on your cell phone.

Review Contract Positions

Laurel, Peter, and Sonja advised the executive committee there were no changes to their contracts.

Doug Giroux made a motion to accept Sonja Bush, Secretary Treasurer's contract. Chris Humphries seconded the motion.

Kevin Cooke made a motion to accept Peter McFadden, Custodian contract. Jon Hutt seconded the motion.

Sam Bakala made a motion to accept Laurel Mohl, Chairperson's contract. Doug Giroux seconded the motion.

Sam Bakala made a motion to accept Dean Lemieux's resignation. Tyler Sorenson seconded the motion. Volunteer for a signing authority was requested. Kevin Cooke made a motion to have Tyler Sorenson become a signing authority. Jon Hutt seconded the motion. **ACTION ITEM:** Sonja to look after advising BMO.

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Budget Review

January 1, 2020	Balance Forward	\$45408.69
	Income	\$44,775.00
	Late Fees	\$ 75.00
	Expenses	-\$37,766.20
	Misc	\$ 84.75
	Balance Dec 31/2020	\$52,577.24
GIC Investment		\$36,482.80
January 1, 2021	Balance Forward	\$52,577.24
	Projected Income	\$10,200.00
	Projected Expenses	\$47,800.00
	Projected Bank Balance Dec 31/2021	\$14,977.24

Kevin made a motion to accept the budget of \$47,800.00 as presented. Sam Bakala seconded the motion.

Call Out Sheet

ACTION ITEM: Laurel to remove Dean Lemieux from call out sheet, and his email address from the contact list on the website.

Training Exercises for 2021

Jonas Fenn has volunteer to put together a virtual video for the Oil Spill Training.

The executive members were all in agreement with this. Jonas Fenn will coordinate this. Matrix Solution will be spill commanders, Jonas will volunteer. The dates for training will be: May 11 & 12 for Area 4 and May 18 & 19. for Area 5. More information and registration details to be sent out in April of 2021.

ACTION ITEM: Jonas will require 6 people to help coordinate prior to going virtual this to be done in April 2021. Laurel to send out the training notices in April and the sign-up process.

Kevin made a motion to have Jonas organize the Virtual Training. Tyler Sorenson seconded the motion.

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OIL SHOW, WEYBURN

After the executive meeting, Tanya Hulbert, Manager of the Saskatchewan Oil and Gas Show released the information that the show is still going ahead on June 2 and 3, 2021. **ACTION ITEM: Laurel will be sending out a notice requesting volunteers for the Oil & Gas Show in May.**

Government Update

Randal Miiller reported that the Spill Directive PNG 014 is being updated. The 2020 spill reports are being audited by a team and asking companies to work with the auditors to get more accurate reporting submitted. For more updated information accessed www.saskatchewan.ca, Directive PNG 014 or go to your IRIS where updated Alerts and notifications are posted.

Laurel stated we need a replacement for Dean Lemieux on the Executive Committee. A notification will be sent out with the invoices.

Meeting adjourned at 11:30 am

**Oil Spill Co-op Area 4&5
Amendment Meeting
January 28, 2021**

On January 28, 2021, at 1:30 pm a Virtual Amendment Meeting was held for the discussion of forming a committee to look into the purchase of oil spill response river equipment for trailer #2 located in Carlyle.

Attendees Present: Jonas Fenn, Jon Hutt, Laurel Mohl, Peter McFadden, Sam Bakala, Chris Humphries Tyler Sorenson, Kevin Cooke, Chuck Hignett, Kris Malowski, Doug Giroux and Sonja Bush.

Jonas Fenn gave an update that Chris Humphries and himself would like to put in a request of a list of equipment that needs to be added to trailer #2 for spill response on flowing water. It is proposed that equipment be added to the trailer to allow for deployment of the 800 ft of river boom (50 ft/sections = 16 sections)

Sam Bakala made a motion to make this meeting an extension of the AGM held on January 14, 2021. Chris Humphries seconded it.

Chris Humphries made a motion to set up a committee to evaluate the necessary items proposed. Kevin Cooke seconded the motion.

Kevin Cooke made a motion to take \$15,000.00 from the GIC the Oil Spill Groups 4 & 5 have and put it into the chequing account to cover the capital expenses. Chris Humphries seconded the motion.

ACTION: Sonja Bush is to deal with the bank to get these funds transferred.

Kevin Cooke made a motion to amend the budget to reflect the capital expenses. Tyler Sorenson seconded the motion.

Jonas Fenn asked for volunteers to be on the committee. Kevin Cooke, Chris Humphries and Kris Malowski will head up the committee with Peter McFadden, Laurel Mohl, and Jonas Fenn being consulting members.

Jonas Fenn provided the following list for an approximate cost of \$12,000.00

1. 5 sections of 200 ft of hand line rope, ½" c/w snaps+ 1,000 ft.
It is estimated that an average length of deployed boom with 3 sections (2 in river, 1 along the shore to protect the sediments)
This equates having enough boom to deploy 5 individual sets of boom
It is estimated that 200 ft. of rope should be sufficient to secure each boom to opposite shore line
This is specialized rope that floats to ensure no issues with snagging, sinking. It has snaps for quick deployment.
2. 2 reels (700 ft/reel) to store the rope and make for speedy deployment
3. 1 winch to tighten booms on opposite shoreline
4. 5 drive pin for handlines, 1-1/4" x 48" aluminum (assuming screw) to secure boom to opposite shoreline.
5. 1 Pedco "mini" weir type oil skimmer to allow fluid to be collected in shallow water

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6. Rake Anchor 85 lb. to secure boom to sediments if needed
The following are not included in the estimate price:
(Safety equipment: Life jackets, hip waders, range finder, bull horn)
7. Pelican flat bottom boat ~ \$1,000 to paddle across moving water

Peter McFadden commented that there are 2 Pedco skimmers and a few other items in trailer#3 in Weyburn.

The committee will review the equipment list prior to any purchases being made. The safety equipment is not a high priority at this point if finances are not available. The Pelican Flat bottom boat is only \$1,000.00. Sonja Bush mentioned that the winch is already in the budget for \$1500.00

Meeting adjourned at 2 pm.