



## **Oil Spill Contingency Groups #4 & #5 Annual Meeting January 11, 2024**

### **Attendance:**

- Kevin Cooke, Whitecap Resources Inc.
- Charles Hignett, Cardinal Energy Ltd.
- Len Hutchings, Saturn Oil & Gas
- Wade Ashworth, Saturn Oil & Gas Ltd.
- Chris Humphries, Crescent Point Energy
- Derek Odland, Secure Energy
- Dustin Finkle, Security Energy
- Tyler Sorenson, Vermilion Energy
- Sam Bakala, Whitecap Resources Inc.
- Colin Martin, Whitecap Resources Inc.
- Jamie MacDonald, Whitecap Res Inc.
- Dale Schmidt, Plains Environmental.
- Sean Garagan, Rok Resources
- Hallie Roy, Matrix Solutions Inc.
- Kyran Palmer, Kingston Midstream
- Ron Johner, TC Energy
- Cody Renz, Tundra Oil & Gas
- Ron Perkins, Burgess Creek
- Sonja Bush, Secretary Treasurer
- Jonas Fenn, Whitecap Resources Inc.

Chuck Hignett, Cardinal Energy, chaired the meeting.

### **Old Business:**

Chuck Hignett reviewed the Minutes from January 12/2023 There were no questions.

### **Custodian Update/Trailers/Equipment**

Read by Jonas Fenn in Peter McFadden's absence.

There was 1 dispatch call for oil spill equipment in Area's # 4 & # 5 during the year 2023. See Dispatch Detail.

**Trailer # 1** - All equipment stocked in Trailer # 1 as per current inventory listing, and the trailer itself, was checked, serviced and test run in accordance with annual inspection/servicing standards as of Tuesday May 9, 2023, in preparation for the 2023 Training sessions to be held May 16 & 17, 2023 at Mainprise Park and May 23 & 24, 2023 at Moose Creek Park. As well Trailer # 1 was checked, cleaned, and reorganised after those dates. Currently the trailer and equipment is serviceable and ready for use should a member company call for dispatch to an oil spill location. Trailer # 1 tires were replaced this year and as well we made provision for a flat tire. Spare tires and wheels have been purchased and carriers have been fabricated and installed on all 3 trailers. Each Trailer has in inventory, a wheel wrench and 4.0-ton low profile hydraulic jack. As always, Peter will keep a close watch on tire pressures, tread wear & weather checking and report.

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**Trailer 2** – Remained in Weyburn throughout 2023 until all procurement items had been received and inventoried to the trailer. As well this trailer had an interior paint job done this year. Trailer # 2 will be demobilized to secure storage location in Carlyle following annual inspection, test run and inventory in April/May 2024. At the present all equipment stocked in Trailer # 2 as per current inventory listing, is serviceable and ready for use.

**Trailer # 3** – Inventory consists of mainly spare hand tools, spare parts, hardware, fittings, extra equipment such as lights, cords, Elastec pneumatic drum skimmers (2 complete units and pumps) and some obsolete/used lake booms (300' usable in an emergency situation). 2 Complete Pedco Weir type dual load line Skimmers. 1 Container with water and black mold damaged manuals. Annual Work Carried Out and checked license plates on 3 trailers (all current)

### **Trailer # 1:**

Had annual certs done on all 5-fire ext. (re-certification due 2024)

2 First Aid Kits (due date: 1 – June 2025, 2 – July 2025)

Added Fuel conditioner, checked sparkplugs and test ran all (9) engines prior to training exercises.

Black mould issues do not-exist. 2 – Mercury Outboard engines did not meet satisfactory test run results. Both taken in for tune up and new carburetors. As well we have upgraded to engineered high octane fuel for all engines which should eliminate carburetor clogging/varnish build up.

### **Trailer # 2:**

All Procurement items were completed and stocked in trailer # 2. The trailer was completely unloaded, washed out and prepared for interior paint, painted and restocked. Slip prevention grid was installed on ramp style tailgate. The Trailer is In need of an interior wash out. That will be completed before it is demobilized to Carlyle after annual inventory and inspection in April/May 2024.

### **Trailer # 3.**

This trailer is now completely full, there is little room for storage of any additional equipment at present. There is some organizational work to be done with trailer # 3 this coming year, as well as a comprehensive inventory of all equipment contained.

### **Dispatch Detail: Friday May 5, 2023**

11:20 AM - Received a call for dispatch to a spill location in the Arcola area. I informed the caller of the fact that the annual test run, and spring equipment inspection had not been done as of that date. But that I was able to get to the compound location within about 15 min to meet the towing company and make sure tires and lights etc. would be checked before the units left the compound for the location.

11:30 – Call to Top Notch Towing for Mobilization of trailers to spill location, Top Notch Towing declined our request, stating they were too busy at present to handle our request for mobilization. They were thanked and informed that it was not a problem but that it was imperative that I call another contractor to handle the mobilization. I immediately called Gerry Mainil Ltd. and requested 2 trucks for mobilization purposes. They accepted and dispatched. 12:00 - 2-Jerry Mainil Ltd. 1-Ton tow units arrived at the storage compound. Sorted out hitches and hooked up Trailer # 1 and Trailer # 2 , check lights and tires, Trailer # 1 did have 1 flat tire and separating treads on another tire. Mobilize Trailer # 1 to Quality Tire for tire repairs. Quality Tire could not accommodate or facilitate the repairs we needed immediately. Dropped Trailer # 1 at Quality Tire to have tire issues handled and sent the tow unit back to the compound for Trailer # 3. I went back to the compound myself to assist. Hooked up Trailer # 3, lights and tires inspected; all was good to go. 13:45 – Both Trailer # 3 and Trailer # 2 were on the way to the spill location complete with instruction to call the Spill Commander for specific Direction to the Spill location.

Total Elapsed Time - 2 hrs 25 min. I heard nothing more from the spill Commander. The Trailers were on location for approximately (+/-) 30 hrs. I received both Trailers back at the compound in Weyburn at 20:45 hrs Sat. May 6.

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### **Follow Up:**

The tire issue causing a delay in the dispatch timing was unfortunate but had been reported in my Jan. 2023 Custodian Report. I had an appointment made at Quality Tire to have Trailer # 1 tires replaced on the following Monday May 8. Further, it is not unusual to find low tire pressures after the trailers have been parked all winter, which is why I went to the compound that day to assist with hook ups and make sure tire pressures, lights, and etc. were being checked before the trailers were mobilized to spill location. As well, all three trailers have never had provision for a flat tire during transport, that deficiency has been resolved following this incident.

### **Trailer Break in & Theft Update:**

Sometime between Saturday Sept. 2 approx. 14:00 hrs. and Monday Sept. 4 approx. 12:00 noon, thieves breached the compound fence at the NW corner of the property. On further inspection I found the trailer locks on the ground and trailer doors unlocked. At that time, I began to make some calls:

1<sup>st</sup> Call to notify the RCMP.

2<sup>nd</sup> Call to notify the Landlord.

3<sup>rd</sup> Call to Notify the Oil Spill Group

Received a call from RCMP Constable Reagan Fortin at approximately 16:00 hrs. She met me at the compound to take my statement and look at the place where the fence had been breached and the broken/twisted locks on the ground, I gave her a verbal account of the discovery and etc.

I provided (verbally) a list of what all seemed to be missing and informed her I would take a more detailed inventory and update her for her report and Insurance purposes. The Constable did inform me that there were several other break in's reported in the area during that same week end. I provided Laurel Mohl with all pertinent info, and the insurance claim was submitted to SGI. Please see attachment: (Capital Expense Float Balance Sheet) for Detailed list of items that were stolen and replaced with insurance claim proceeds.

Discussion was held regarding the deployment of trailer and theft. Chris Humphries stated he had not received a call to say the trailer was on the way. **Action Item:** Laurel to bring this to Peter's attention. It was suggested that perhaps air tags on high ticket items be installed to track if stolen.

### **Training Exercise 2023**

Jonas Fenn reported that the training was successful 135 attended Moose Creek and 113 at Mainprize. The attendance was down significantly. Hallie Roy was the new coordinator. Motors didn't work well; suggestion was that electric trolling motors would be better. Discussion was held regarding the motors. Demonstration of Harbo boom was held at Mainprize.

**Action Item:** Sonja is to contact MER if the training notification can be posted on IRIS to attract more attendees. (Email has already been sent)



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Tyler Sorenson made a motion to accept Laurel Mohl's Chairperson contract.  
Wade Ashworth seconded the motion. AIF.

Chris Humphries made a motion to accept Sonja Bush's Secretary-Treasurer contract.  
Dale Schmidt seconded the motion. AIF.

### Membership Dues:

Jonas Fenn made a motion to have the membership fees remain the same (\$600 + GST)

Tyler Sorenson seconded the motion. AIF

### Budget Review

Sonja presented the budget, discussion was held. Sam Bakala made a motion to accept the budget as presented. Sean Garagan seconded the motion. AIF

#### **2024 Budget**

Accounting	\$1500.00
Advertising	\$2000.00
Answering Service	\$3500.00
Area Chair Meeting	Nil
Custodian	\$6,000.00
Custodian Out of Scope	\$1500.00
Custodian Mileage	\$1500.00
Chairperson/Technician	\$7000.00
Chairperson Mileage	\$ 500.00
Insurance	\$3500.00
License Registration	\$ 950.00
Meetings	\$1000.00
Office Supplies	\$ 250.00
Postage & Post Box Rental	\$ 350.00
Secretary Treasurer	\$7200.00
Telephone (634-6277)	\$ 575.00
Trailer Storage	\$2600.00
Training & Towing	\$4000.00
Towing	\$4000.00
Trailer Expenses	\$2500.00
Website	\$1100.00
Capital Expenses	<u>\$10,000.00</u>
	<b>\$61,525.00</b>

The bank balance on Dec 31, 2023 is \$ 22,275.09

Investment Maturity Feb 6/2026 as of Jan 10/24 is \$38,032.09

Interest rates are 2.25% first year, 3.0% second year, and 6% third year.

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### Clarify ISC Status

Sonja advised that presently the directors listed with ISC are Jon Hutt, Laurel Mohl, Tyler Sorenson and Sam Bakala. Sonja is listed as Secretary Treasurer. The registered office is 35 Riverwood Place as a physical address is required and the Oil Spill and Sonja only have postal boxes for addresses. Sonja had contacted ISC for a clarification as to who can be Directors and the following is the explanation: The status of directors for a nonprofit organization being that it is whatever is in the Articles & Bylaws of the Oil Spill Contingency Groups #4 & #5. We have never had a constitution or bylaws stating who or who cannot be director or who can or cannot vote. As far as ISC is concerned, anyone that is a member of the Oil Spill Contingency Groups can be a director, usually those that have signing authority are on the list. As director you are not bound to any specific credentials i.e being paid by the Oil Spill or representing a paid company. Jon Hutt and Laurel Mohl have indicated that they wish to have their names removed as Directors.

Discussion was held and Tyler Sorenson and Sam Bakala agreed to stay on as Directors. Chris Humphries made a motion to remove Jon Hutt and Laurel Mohl as per their requests. Jonas Fenn seconded the motion. **Action Item:** Sonja to have Jon Hutt and Laurel Mohl removed.

Sonja is to contact BMO to have this information updated and to submit to ISC with the annual Return and Financial Statement in June 2024.

### Signing Authority

Ron Perkins made a motion to have Sam, Tyler & Sonja remain as signors. Len Hutchings seconded the motion. AIF

### Call Out Sheet

Chuck reviewed the call out sheet.

**Laurel Mohl Action Item:** Brandy East, and Jon Hutt to be removed and Wade Ashworth volunteered to have his name put forward in replacement of Brandy East who no longer with Saturn Oil & Gas.

### Executive Committee

Jonas Fenn, Chuck Hignett, Chris Humphries, Trevor Sealy, Wade Ashworth, Kris Malowski, Kevin Cooke, Tyler Sorenson and Sam Bakala to remain on the executive committee.

**Action Item:** Brandy East to be removed and Wade Ashworth to be added.

### Chairperson Meeting Schedule

At an Executive Committee meeting in the fall of 2023, it was decided to have rotation for chairing the annual meetings. The list is as follows: Jonas Fenn, Jan 12/23, Chuck Hignett Jan 11/24, Chris Humphries 2025, Trevor Sealy, 2026, Wade Ashworth 2027, Kris Malowski 2028, Kevin Cooke 2029, Tyler Sorenson 2030 and Sam Bakala 2031. **Action Item:** Laurel to update the chairperson schedule.

## Capital Expense Float Balance

Deposit \$ 4,500.00

### Replacement Expenses

Peavey Mart	Jerry Can	\$ (27.74)
CrossRoad Highway 13 and 39	Premium Fuel	\$ (25.00)
Prairie Sky Co-op	Dewalt 5" Grinder	\$ (177.59)
Cowtown Master Feeds	Air Express Blower	\$ (721.45)
Home Hardware	2 - Benchmark 4650 W Gen-Sets	\$ (1,110.04)

### Proceeds From Sale

Duane Leslie	1 - Honda 1000 W Gen-Set	\$ 200.00
Steve Rolfsema	1 - Honda 1000 W Gen-Set	\$ 200.00

### Replacement Expenses (Cont'd)

Princess Auto	Gas Powered Portable Winch	\$ (1,664.99)
Long & McQuade	Mega USB Loud Hailer	\$ (122.46)
Canadian Tire	Bushnell Range Finder	\$ (388.49)
Lock Smith	Set - 8 Padlocks c/w matching key set	\$ (426.24)
Remaining Balance		\$ 236.00

Bank Draft #6455598 Payable To: Oil Spill Contingency Group \$ (236.00)

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Cap-Ex Float Balance As Of Nov 30, 2023 \$ 0.00