

**OIL SPILL CONTINGENCY GROUP #4 ANNUAL MEETING
JANUARY 23, 2025**

Laurel Mohl - (306) 842-8151

Melanie McFadden: Secretary/Treasurer – (306) 861-9045

AGENDA

**Oil Spill Contingency Group Area #4 & #5
Annual Meeting**

January 23, 2025

Time: 11:30 am – 3:00 p.m.

Place: Taylorton Room

Days Inn, Estevan, SK

Meeting called by: Executive Committee

Type of meeting: Oil Spill Contingency Annual Meeting 2025

Chairperson: Chris Humphries

Note taker: Sonja Bush/Melanie M (Secretary/Treasurer)

Agenda

11:30 am

Review Agenda

Review Old Business 2024

		<u>MINUTES</u>
Reviewed Meeting Minutes from 2024	Chris Humphries	5
Custodian Update/Trailers/Equipment	Peter McFadden (Read by Jonas F)	15
Training Exercise Update 2024	Jonas Fenn/Peter McFadden	5
Review Meeting Minutes from Areas Chairperson Meeting	Chris Humphries	5
Memberships 2024 Update	Sonja Bush	5
Web Site Review and Review Oil Spill Coop Mandate	Chris Humphries	10
Trailer Storage- Motion for trailer storage	Peter McFadden	5
Review Contract Positions	All	10
Change of Address Update	Sonja Bush	5
Bank – Motion to Open Bank Account in Weyburn	Sonja Bush	5
GIC – Motion to leave GIC at Bank of Montreal	Sonja Bush	5
Volunteer Signing Authority – 3 Positions Required	Sonja Bush	5
Membership Dues for 2024	All	5
Budget Review	Sonja Bush	15
BREAK		
Select Executive Committee	All	5
Review Chairperson Meeting Schedule	Chris Humphries	5
On-Call Schedule/Answering Service	Sonja Bush	5
Training Exercise Dates	Chris Humphries	5
Government Update – Regulatory Requirements	Randal Miiller	10
Present Sonja with appreciation Gift	Chris Humphries	5
Roundtable	All	5
Closing Remarks	Chris Humphries	5

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The Annual meeting of the Oil Spill Contingency Groups Area #4 & #5 was held January 23, 2025, at the Taylorton Room, Days Inn, Estevan. Chris Humphries chaired the meeting as per Chairperson schedule.

Attendance:

Sonja Bush, Secretary Treasurer
Chris Humphries, Veren
Jonas Fenn, Whitecap
Ron Perkins, Burgess Creek
Len Hutchings, Saturn Oil & Gas
Wade Ashworth, Saturn Oil & Gas
David Bernuy, Ministry of Energy & Resources
Mike Griffin, CNRL
Wendel Nordin, CNRL
James Grad, Surge Energy
Derek Odland, Secure Energy
Pete McFadden, Equipment Custodian
Andrew Threinen, Anova Resources/Westlake
Jared Schlamp, Whitecap
Kevin Cooke, Whitecap
Colin Martin, Whitecap
Jamie MacDonald, Whitecap
Trevor Sealy, Harvard Resources
Kyran Palmer, Kingston Midstream
Jonn Lay, Kingston Midstream
Michael Mainil, Caprice Resources
Dale Schmidt, Plains Environmental
Melanie McFadden, Secretary Treasurer
Cody Renz, Tundra Oil & Gas
Marius Ericksen, Field Oil & Gas
Tyler Sorenson, Vermilion Energy
Mike Wock, Woodland & Highwood
Charles Hignett, Cardinal Energy
Brodie Nergard, Shelter Valley/ Bent Shed / Darkhorse / 102111392SK Ltd

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Chris Humphries called meeting to order at 12:25 pm.

Chris Humphries welcomed the members and members introduced themselves.

Chris Humphries introduced the new Secretary-Treasurer, Melanie McFadden.

REVIEWED OLD BUSINESS 2024

Chris Humphries reviewed the Annual Meeting Minutes from 2024. Motion to accept the minutes as is was made by Treavor Sealy and seconded by Kyran Palmer and all members were in favour.

Custodian Update/Trailers/Equipment

Peter McFadden gave the Custodian Update. Peter reported that the new location (Evanston Park, Weyburn) is satisfactory.

There was no dispatch call for trailers and equipment during the year 2024.

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 Saturday May 11, 2024 in preparation for the training sessions to be held May 14 & 15, at Mainprize Park and May 21 & 22, 2024 at Moose Creek Regional Park. Outboard # 3 recoil start system locked up during inspection. 2" Allied pump engine was problematic during the test run. Both were delivered for repairs. Picked up and returned to inventory.

As well Trailer # 1 was checked, cleaned and reorganised after those dates. Peter will keep a close watch on tire pressures, tread wear & weather checking and report.

Trailer #1 was unloaded washed out, floor painted, and trailer restocked and prepped for the Saskatchewan Oil Show In Weyburn. Fire Extinguishers and First Aid kits all inspected and re-certified.

Currently Trailer # 1 and equipment as per inventory is serviceable and ready for use. should member company call for dispatch to an oil spill location.

Trailer #2 – At the present all equipment stocked in Trailer # 2 as per current inventory listing, is serviceable and ready for use.

Trailer # 3 – Storage Unit for 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. As well as provisions for a flat tire during transport .Annual Work Carried Out. Checked License plates on 3 trailers, all are current and due for renewal in April 2025.

Trailer # 1: The Gas Power Winch # 3 stored in this trailer leaked engine oil continually, as it was brand new, Peter returned it to the point of purchase in Regina. They replaced the product with a new one (winch # 4) 2 engines were taken out for repairs, picked up and restocked. Zodiac # 2 would not stay inflated; it was delivered to Zodiac Dealer Pally Performance in Saskatoon to have the leak in the left side chamber repaired. It was picked up and returned to inventory in trailer # 1

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Trailer # 2: During inspection there was visible black mold forming on the 500' of boom stored in this trailer. Trailer was unloaded completely and washed out. All equipment washed. As well 500 feet of boom was power washed, bleached & scrubbed, power washer rinsed, dried and restocked.

Trailer # 3: This trailer will need an interior wash out and reorganization this coming year

Training Exercise Update

The update was presented by Jonas Fenn.

Jonas noted that attendance was down from other years. Approximately 137 attended which averaged about 20 per training session. Equipment worked well, volunteers worked well, weather cooperated, and they had positive feedback from companies.

Meeting Minutes from Areas Chairperson

Chris Humphries reviewed meeting minutes attended by Laurel Mohl held in Regina November 25, 2024. Details and minutes of the meeting can be viewed on our website: www.saskoilspill.com.

Membership 2024 Update

Sonja Bush reported that 95 companies were invoiced and that we have 84 companies paid. There are still 8 unpaid.

Income breakdown: 84 @ \$600 for an income of \$50,400.00

Late Fee 4@120 for \$480.00

Total Income \$50,880.00

1 company no longer in business –Petro Lin Energy

2 companies sold: Ridgeback Resources to Saturn Oil and Gas

Tallahassee Exploration sold to Cycle Oil & Gas

1 company paid for 2023 and not in business in 2024 (61855 Sask Ltd.)

NEW BUSINESS 2025

Chris Humphries reviewed the website and mandate of the Oil Spill Coop.

Kevin Cooke made a motion to move and store trailer #3 in Weyburn at Evanston Park, Chuck Hignett seconded motion. AIF

Action Item: Laurel Mohl to update address on web site and equipment policy that trailer #3 will be located in Weyburn and stored in Evanston park.

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Discussion was held regarding buying 1 electric motor at a cost of Approx \$7000. We currently have 2 gas 4 stroke motors. Final decision was made that using aviation fuel for the gas motors will be suffice for this year as they run significantly better with it.

A motion was presented by Jonas Fenn to set up a schedule to begin purchasing new equipment and a bigger boat. Trevor Sealy seconded this motion. AIF

ACTION ITEM

No one volunteered to start this list. Keep in mind that the GIC was initially set up for these types of purchases.

Change of Address Update: There was a motion at the executive meeting to have Sonja rent a postal box in Weyburn; however, Sonja advised that instead of renting a postal box in Weyburn due to cost factor, that she had already done the mail forwarding to take effect January 1/2025 for the mail to go directly to Melanie's home address of 54 Ash Drive, Weyburn, S4H 0S1. This is a saving of \$196.35 yearly. The cost of the mail forwarding for 1 year was \$308.70. Due to the mail strike, the postal box in Estevan has a renewal date of February 1/2025. The rental will not be renewed.

Action Item: Melanie McFadden to look after ensuring that address changes go out to the appropriate companies in the next year.

Moving Bank from Estevan to Weyburn:

Sonja stated that In the minutes of the meeting held by the executive Oct 31/24 a motion was made for her to travel to Weyburn to set up the account at the Credit Union. Unfortunately, since she will not have signing authority for that account, the 3 signing authorities will have to set up the account at the Credit Union. Sonja has already forwarded the Oil Spill Incorporated Information documents to the Credit Union. Sonja has spoken to Jennifer and Theresa about this. A copy of the minutes indicating the motion made on this date is required to open the account. All 3 signing authorities will have to provide information to the Credit Union to have this completed.

Motion to Open Bank Account in Weyburn at Weyburn Credit Union was made by Kevin Cooke and seconded by Tyler Sorenson. AIF

Sonja advised that the GIC at BMO is due Feb 6/2026 at an investment rate of 6.0%.

Kevin Cooke made a motion to keep the GIC at the BMO in Estevan. This motion was seconded by Dale Schmidt. AIF. Chris Humphries made a motion to have the 3 signing authorities provide update information to BMO. This would be Tyler Sorenson, Kevin Cooke & Melanie McFadden. Mike Mainil seconded this motion. Contact person at BMO is Mellisa White email melissak.white@bmo.com. Phone # 306-634-3143. (This can be close to end of February)

Signing Authority:

Motion was made by Chris Humphries that Tyler Sorenson, Kevin Cooke & Melanie McFadden will have signing authority at the Weyburn Credit Union and seconded by Chuck Hignett. AIF

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In the Minutes of the Executive Meeting of Oct 31 a motion was made for Sonja to have signing authority until the 23rd of January 2025. This motion must be rescinded as Sonja advised the attendees that Sam and Sonja will need to stay on as signing authorities for the BMO in Estevan until the end of February to have the funds from the BMO transferred once account is opened in Weyburn at the Weyburn Credit Union and to complete the Year End.

Jonas Fenn made a motion to have Sonja Bush & Sam Bakala stay on as signing authorities for the BMO in Estevan until the end of February. This motion was seconded by James Grad. AIF

ACTION ITEM: Sonja Bush will need the banking information for the Weyburn Credit Union to transfer the funds. (Sonja Bush has been paying invoices for 2025 from BMO until such time as the account is opened and Melanie has cheques from Credit Union)

Review Contract Positions:

Cody Renz made a motion to accept Peter McFadden's contract of \$600 per month, plus an hourly rate of \$60/hr for out of scope duties and mileage \$1.10/kilometer

Trevor Sealy seconded the motion. AIF

Trevor Sealy made a motion to accept Melanie McFadden's contract of \$500 per month. Plus \$1.10/km to travel to Estevan to set up signing authority at BMO. Cody Renz seconded the motion. AIF

Kyran Palmer made a motion to accept Sonja Bush's contract for two months of \$600 per month which includes cell phone charges and mileage. Seconded by Jonas Fenn. AIF

Dale Schmidt made a motion to accept Laurel Mohl's contract at 60/hr, travel @ \$1.10/km with budget of \$7000 yr. Jared Schlamp seconded the motion. AIF

Membership Dues for 2025.

Jared Schlamp made a motion that membership dues be increased to \$700 + tax . This increase was to provide income in order to purchase new equipment as the need arises. Mike Mainil seconded the motion. AIF

Action Item: Laurel Mohl to removed Sonja's name from the invoice pkg on website.

Budget Review

Sonja presented the budget. Mike Mainil made a motion to accept the budget of \$58,750.00. Jared Schlamp seconded the motion. AIF

Select Executive Committee:

The following will be on the committee:

Sam Bakala, Tyler Sorenson, Trevor Sealy, Jonas Fenn, Cody Renz, Kevin Cooke, Chuck Hignett, Chris Humphries, Kris Malowski, and Wade Ashworth.

Reviewed Chairperson Meeting Schedule

On Call Schedule/Answering Service

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Action Item: Laurel to update the on-call schedule.

Sonja has already advised Answering Service to have her name taken off the list and has advised Amtrak Communications for the new secretary treasurer email and contact person.

Training Exercises Dates

The dates set as: Mainprize Regional Park May 13 & 14/2025
Moose Creek Regional Park May 20 & 21/2025

Government Update

David Bernuy from MER gave a brief update that he works with the secretary treasurer to collect unpaid membership fees. There's a change of reporting that the government is working on, and he mentioned that he's dealing with farmers complaints regarding oil companies. No details.

Chris Humphries presented Sonja Bush with an Appreciation Gift for her years of serving as Secretary Treasurer.

Meeting was adjourned at 1:55 pm

These figures are before taxes				
CATEGORY	2024 BUDGET	2024 EXPENSES	2025 Proposed BUDGET	
Accounting	\$2,000.00	\$ 2,128.48	\$ 2,200.00	
Advertising	\$2,000.00	\$ 2,958.22	\$ 2,800.00	
Answering Service	\$3,500.00	\$ 3,720.60	\$ 3,500.00	Had to pay Jan 2025 inv
Area Chairperson Meeting (we pay in 2026)	\$0.00			
Custodian	\$6,000.00	\$ 6,900.00	\$ 7,200.00	
Custodian Out of Scope	\$1,500.00	\$ 5,520.00	\$ 3,500.00	
Custodian Mileage	\$1,500.00	\$ 2,440.90	\$ 1,600.00	
Chairperson/Technician	\$7,000.00	\$ 4,290.00	\$ 7,000.00	
Chairperson Mileage	\$500.00		\$ 500.00	
Insurance	\$3,500.00	\$ 2,707.56	\$ 2,800.00	
License Registration	\$950.00	\$ 1,015.56	\$ 1,100.00	
Meetings	\$1,000.00	\$ 810.37	\$ 950.00	
Office Supplies	\$250.00	\$ 368.08	\$ 250.00	
Postage & Postal Box Rental & Mail forwarding	\$350.00	\$ 386.00	\$ 120.00	No post box rental 2025
Secretary Treasurer (Sonja)	\$7,200.00	\$ 7,200.00	\$ 1,200.00	
Secretary Treasurer (Sonja) Mileage			\$ 380.00	
New Secretary Treasurer		\$ 1,545.00	\$ 6,000.00	
Computer Programs & Website	\$600.00	\$ 3,317.76	\$ 2,500.00	Set up for New Sec'y Treas
Telephone (634-6277)	\$575.00	\$ 544.78	\$ 575.00	
Trailer Storage	\$2,600.00	\$ 3,375.00	\$ 3,375.00	3 trailers at Weyburn
Training	\$4,000.00	\$ 3,580.46	\$ 3,200.00	
Towing	\$4,000.00	\$ 1,236.12	\$ 1,500.00	
Trailer Expenses	\$2,500.00	\$ 1,521.87	\$ 1,500.00	
Sub Total		\$ 55,566.76	\$ 53,750.00	
Capital Expenses	\$10,000.00	\$ (2,438.60)	\$ 5,000.00	*carried over from 2024
	\$61,525.00	\$ 50,566.76	\$ 58,750.00	
**Credit in Capital				
Crescent Point paid \$3524 for damaged booms		balance Jan 1/2024	\$ 22,275.09	
less 1085.40 paid to Safety Edge for steel toes hip waders that were not invoiced in 2023.		Income	\$ (50,400.00)	
		Late Payments	\$ (480.00)	
		Expenses for 2024	\$ (61,351.61)	
Maturity of GIC Feb 6/26 (amt as of Dec. 12/24)	\$ 39,064.72			
2.25%, 3.0%, 6.0% interest rates.				
Projection for 2025				
Dec 31/2024	\$19,890.23			
Estimated Income \$87,600.00	\$52,200.00			
Expenses	-\$58,750.00			
Projected Balance Dec 31/2025	\$13,340.23			
Updated December 31/2024				

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Laurel Mohl: Chairman - (306) 842-8151

SCHEDULE

**Oil Spill Contingency Group #4
& #5 Annual Meeting
Chairperson Schedule**

**Place: Days Inn.
Estevan, SK**

Members:

<u>Oil Spill Contingency Members</u>	<u>Company</u>	<u>Date</u>
Jonas Fenn	Whitecap Resources	Jan 12/23
Chuck Hignett	Cardinal Energy	Jan 18/24
Chris Humphries	Veren Energy	Jan 23/25
Trevor Sealy	Harvard Energy	Jan 22/26
Wade Ashworth	Saturn Oil	Jan 21/27
Kris Malowski	Vermilion Energy	Jan 20/28
Kevin Cooke	Whitecap Resources	Jan 18/29
Tyler Sorenson	Vermilion Energy	Jan 17/30
Sam Bakala	Whitecap Resources	Jan 16/31
Cody Renz	Tundra Oil & Gas	Jan 15/32