

Minutes for Committee Ratification

Coalbed Methane/Natural Gas in Coal Multi-Stakeholder Advisory Committee (the Committee)
Meeting Minutes
Red Deer Room, Red Deer Lodge
March 8, 2004
9:00 to 3:30

In attendance:

Mike Ekelund (chair)	Department of Energy
Nga de-la-Cruz (alternate)	Department of Environment
Sharil Baumgardner	Alberta Environmentally Sustainable Agriculture Committee
John Begg (presenter and alternate)	Sustainable Resource Development
Don Bester	Butte Action Committee/Rimby & District Clean Air People
Cameron Cline (alternate)	Canadian Association of Petroleum Producers / Canadian Society for Unconventional Gas / Small Explorers and Producers Association of Canada
Tom Heagan (alternate)	Alberta Environmental Network Society
Phyllis Kobasiuk	Alberta Association of Municipal Districts & Counties
David Speirs	Freehold Owners Association
Bob Willard	Alberta Energy & Utilities Board
Karen Henderson (secretary)	Alberta Energy
Tom Byrnes (observer)	Alberta Energy & Utilities Board
Michelle Chalifoux (presenter)	Alberta Energy
Sharla Rauschnig (presenter)	Alberta Energy
Audrey Murray (presenter)	Alberta Energy
Barry Rodgers (presenter)	Alberta Energy
Absent:	
Les Lyster	Alberta Agriculture, Food & Rural Development
Gene Rawe	Alberta Beef Producers
Mary Griffiths	Alberta Environmental Network Society
Mike Gatens	Canadian Association of Petroleum Producers / Canadian Society for Unconventional Gas / Small Explorers and Producers Association of Canada
John Jensen	Canadian Association of Petroleum Producers / Canadian Society for Unconventional Gas / Small Explorers and Producers Association of Canada
Robert Donick	The Coal Association of Canada
Dave Bartesko (alternate)	Sustainable Resource Development

Welcome

The meeting started at 9:00.

There were two additions to the agenda – Working Group Honouraria
– Working Group Facilitators

Review/Ratification of Documents

ACTION

- *The following documents were ratified by the Committee without amendment:*
 - *Feb 9, 2004 Minutes*
- *The MAC approved release of the Terms of Reference and NGC Key Issues document on the Energy web. These web documents should indicate the date the documents were ratified.*
- *Modify the document to indicate that feedback from information sessions will be forwarded to working groups and the MAC.*

Surface/Air Working Group

John Begg provided an update of their March 1 and 2 meetings on behalf of Dave Bartesko. Future meetings were approved by the working group for March 22-23, April 6-7 and April 19-20. At the first meeting, two sub-groups (surface and air) were formed to identify issues. At the end of each day the entire group reconvened to review the work completed.

ACTION

- *The Working Group Chair will review their meeting schedule to ensure there is sufficient time to incorporate feedback into their recommendations. Meetings over the summer may be necessary.*
- *The Working Group Chair will monitor participation to ensure balanced representation from all stakeholder groups and take appropriate steps should it not be balanced.*
- *The Surface/Air Issue Working Group will review the formal names of the sub-groups.*

Water Issues Working Group

Nga de-la-Cruz provided an update on behalf of Dave Trew and also distributed a copy of the group's draft Terms of Reference. Their first meeting will be Friday, March 12 where presentations by Andrew Beaton (AGS) on coal and Nga on water issues will help to ensure everyone has a common level of understanding.

Additional meetings are scheduled for April 21; May 19; June 16; July 14; and September 15. There are currently about 20 members.

Honouraria

Mike requested member's advice on whether working group members should receive a honoraria for participation at working group meetings.

ACTION

- *MAC members would like working group members to receive honoraria, providing Energy's budget can accommodate it.*
- *Only one member per organization per meeting would be eligible, as it was noted that at some of the Surface/Air Issues Working Group meetings, the same organization had two members in attendance.*

- *Should industry want to financially contribute to the NGC consultation process, the funding should be put towards research, not honoraria.*
- *Should honoraria be approved, groups who previously declined to attend will be reinvited to participate.*
- *Membership would then be considered final. Any further additions to be at the discretion of the respective Chairs.*

Honoraria for MAC members was also discussed.

ACTION

- *MAC members may claim up to 4 hours (\$83) preparation time for each meeting, if required.*
- *MAC members who have an assigned role at the information sessions may claim honoraria for up to 4 hours (\$83) for their time, as well as applicable travel expenses.*
- *MAC members who choose to attend on their own cannot claim honoraria or expenses.*

Facilitator

The Surface/Air Issues Working Group discussed the need for a facilitator.

ACTION

- *All minutes from working group meetings should be ratified by the group before release.*
- *The working groups should consider engaging a facilitator and minute taker for each working group meeting.*
- *Minutes will be shared with the MAC members for information only.*

Royalty Working Group

Barry Rodgers provided an overview of the progress made by the group in their four meetings to date. They are undertaking a largely technical review focusing on economics and the cost of water handling and use of innovative technologies and solutions. They plan to present draft recommendations to the MAC by the fall.

ACTION

- *The MAC approved the current Royalty Group membership.*

Mineral Land Tenure

Audrey Murray provided an overview of their working group progress. Established about a year ago, an information gathering session with industry was held in October 2003 (information regarding the gathering session can be found at www.energy.gov.ab.ca/com/tenure) and they are currently preparing their draft recommendations. The group discussed split title issues, but felt that recommendations regarding freehold ownership was a matter for the courts.

ACTION

- *Draft recommendations will be forwarded to the MAC for review within the next few weeks.*
- *All minutes will be sent to the MAC in addition to a background issues document and a copy of the Web document regarding the October 2003 meeting with industry.*

Information Sessions

Sharla provided an update of session format, dates and locations. A dry run of the presentations will be held in Edmonton on March 19 and MAC members are welcome to attend.

ACTION

- *Alberta Energy will send a reminder to MAC members about the time and location of the March 19 dry run.*
- *Several note takers should be present at each session to ensure all feedback is captured. The sessions will not be taped.*
- *At least 2 MAC members should attend each of the information sessions, if possible.*
- *The working groups will receive summaries of several meetings (March 30-April 1; April 6-8; April 15) as they become available.*
- *At each information session, participants will be advised that a final summary of issues will be prepared after April 15th. Those who want to receive a paper copy can put their name on a mail out list. The summary will be available in May/June.*
- *Should someone feel their issue was not included in the final summary document, they can contact the Energy Public Information Centre (PIC).*
- *MAC members will contact Karen as to their availability for information sessions. Karen will prepare a schedule that and will record representation from the MAC.*

Communications

Information Package

Michelle distributed a draft information package to the MAC members. A news release will go out next week. The MAC members reviewed each document and recommended both “CBM” and “NGC” be used. MAC members provided additional names Michelle can contact regarding distribution of details of the information sessions, including CFCW (radio), The Land Advocate, Grain News and Canadian Cattleman etc.

ACTION

- *Any additional contacts should be forwarded directly to Michelle.*
- *The news release should have “CBM” in the first sentence or paragraph.*
- *The MAC information kit, Alberta Energy FAQ’s and presentation should use the term “CBM/NGC”.*

The Brochure

The brochure was reviewed and the MAC recommended a number of changes.

ACTION

- *Incorporate the term “CBM” on the front page.*
- *Change sentence to “It does not generally contain H₂S...”*
- *Change drawing so there are 4 wells represented – dry, non-saline, saline and deep well injection.*
- *Under “What about Water Production” change 2nd sentence in second paragraph to “These regulations work towards protecting the land etc.”*
- *Add in a sentence “Government is working towards reduction of both flaring and venting”.*
- *Nga will work on last sentence on non-saline water.*
- *Take out the picture on the front cover and in the brochure that shows a pipeline as it suggests the pipeline will be above ground.*
- *Add in a picture to represent agriculture.*
- *Final copy will be shared with the MAC.*

Speaker’s List

Mike currently speaks at local community meetings about the NGC consultation process, although there may be some value in creating a list of individuals who can help.

ACTION

- *Anyone interested in being part of a speaker's list is to contact Mike.*

Future Meeting Dates

Future meeting dates have been tentatively scheduled at the Red Deer Lodge:

April 5
May 10
June 7
July 12
August 16
September 13
October 4
November 1
December 6 (if required)

Next Agenda

- Update on Mineral Land Tenure Working Group
- Update on Information Sessions
- Update on Surface/Air and Water Issues Working Groups