

Final Minutes



Flaring and Venting Project Team meeting #40

Date: Thursday, January 10, 2008

Time: 10:00 – 2:00 pm

Place: CAPP Office, Calgary

In attendance:

Name

Michael Brown

Randy Dobko

Brian Free

Shannon Hiebert

Andrew Higgins

Robyn Jacobsen

Martha Kostuch

Gary Leach*

Krista Phillips

Chris Severson-Baker

John Squarek

Rudy Sundermann

James Vaughan

Mike Zemanek

* attended the first half hour only

Stakeholder group

Energy Resources Conservation Board

Alberta Environment

CASA Secretariat

CAPP/Husky

CAPP/CNRL

CASA Secretariat

Prairie Acid Rain Coalition

Small Explorers and Producers Association of Canada

Canadian Association of Petroleum Producers

Pembina Institute

Canadian Association of Petroleum Producers

CAPP/EnCana

Energy Resources Conservation Board

Alberta Health & Wellness

With regrets:

Name

Jeff Cormier

Danielle Moffat

Ian Peace

Doreen Rempel

Ralph Smith

Jolene Shannon

Len Vogelaar

Stakeholder group

Alberta Energy

Alberta Energy

Residents for Accountability in Power Industry Development

Canadian Society for Unconventional Gas/MGV Energy Inc.

Wildrose Agricultural Producers

Pembina Agricultural Protection Association

Alberta Beef Producers

Andrew Higgins chaired the meeting, which convened at 10:00 a.m. Quorum was achieved.

Action Items:

Action items	Who	Due
39.3 Explore the interest of the Alberta Beef Producers (current representative is Len Vogelaar).	Robyn Jacobsen	By next meeting
39.5 The Project Manager will investigate the recruitment of a municipal government representative for the Team.	Robyn Jacobsen	By next meeting
39.10 “Advance” quarterly reports of the flaring and venting statistics will be provided to the Team.	Michael Brown	Update on progress by next meeting
40.1 A revised Terms of Reference will be distributed for the team’s final review and sign-off. (Deadline for briefing book is Feb 22).	Robyn Jacobsen	Week of Feb 4-8
40.2 Secure time on the agenda of the March Board Meeting for the presentation of the Terms of Reference.	Robyn Jacobsen	By next meeting
40.3 Draft a slide to be added to the presentation for the Board meeting regarding the facilities and activities that are outside of this team’s mandate.	Chris Severson-Baker	By next meeting.
40.4 Gather information from ERCB reporting to provide the team with updated statistics.	Michael Brown	Update at next meeting.
40.5 Follow-up with the CAPP consultant to see what information they can provide on Sour Gas dehydrators in Alberta.	Krista Phillips	By next meeting.
40.6 Contact Alberta Energy for updated information on Otherwise Flared Solution Gas Royalty Waiver Program	Robyn Jacobsen	By next meeting.
40.7 Follow-up with ERCB to find out if they have data regarding routine vs. non-routine flaring.	Michael Brown	By next meeting.
40.8 Follow-up with CAPP members to find out if they have data regarding routine vs. non-routine flaring.	Krista Phillips	By next meeting.
40.9 Gather data on fugitive emissions as it is submitted to CAPP/becomes available from Environment Canada.	Krista Phillips	By next meeting.
40.10 Investigate with the ERCB to find out if it is feasible to differentiate between conventional and unconventional sources of flaring.	Michael Brown	By next meeting.
40.11 Find out more about getting an update to the 2003 economic analysis entitled “Solution Gas Flaring and Venting in Alberta”.	Andrew Higgins	By next meeting.
40.12 Get a report on the activities of the ARPC regarding research on the relationship between gas composition and combustion efficiency.	Randy Dobko	By next meeting.

Action items	Who	Due
40.13 Invite Matthew Johnson to come and do a presentation on flaring research for the team.	Randy Dobko	Update by next meeting.
40.14 Distribute the completed research on mercury emissions.	Randy Dobko	By next meeting.
40.15 Follow-up with ARPC to get a report on the implementation of the teams' recommendations.	Randy Dobko	By next meeting.
40.16 Update Summary of the Implementation of Recommendations from the Flaring and Venting Project Team and include in presentation to CASA Board.	Robyn Jacobsen	Before CASA Board meeting.
40.17 Distribute Global Voluntary Standards to team.	Michael Brown	By next meeting.
40.18 Talk to the CAPP technical team on Flaring and Venting about including a full-cost study in the "Solution Flaring and Venting in Alberta" report update	Andrew Higgins	By next meeting.
40.19 Draft a workplan and distribute to the team.	Co-chairs & PM	By next meeting.

1. Administration

a. Introductions

- Meeting chaired by Andrew Higgins.

b. Approve Agenda and Meeting Objectives

- "Identify Information Needs" was added as agenda item 4.

c. Review and approve minutes from Meeting 39

- Action Item 39.7 was amended to say "Draft a recommendation to the Board that routine flaring and venting at sales gas pipelines, mainline straddle plants, and crude-oil terminals be addressed by a multi-stakeholder process".
- The Minutes from Meeting #39 were approved with the amendment.

d. Review action items from Meeting 39

Action items	Who	Due
38.5 Forward the finalized BMP guides to CASA for distribution to the team. (Hard copies to Martha Kostuch.)	Krista Phillips	Done
38.6 Advise the FVPT team on the status of work on all of the outstanding BMP's <ul style="list-style-type: none"> • <i>Well test flaring near completion</i> • <i>Venting close to residences – end of June</i> • <i>Flare maintenance – end of April</i> 	Krista Phillips	Done

Action items	Who	Due
38.8 John Squarek will consult with the ERCB on the question of well testing and commingled pools. • <i>ERCB Directive 40 has been updated.</i>	John Squarek	Done
39.1 Directive 040 will be sent to John Squarek for his review.	Michael Brown	Done
39.2 A description of the methodology for tracking CBM wells will be sent to the Project Manager for distribution to the Team.	Michael Brown, Brian Free	Done. Distributed at meeting.
39.3 Team representatives from SEPAC, the Wildrose Agricultural Producers and Alberta Beef Producers will be confirmed.	Brian Free	Carry forward. See Agenda Item 1e.
39.4 Another ENGO member and an Alternate will be recruited for this team.	Chris Severson-Baker	Done. See Agenda Item 1e.
39.5 The Project Manager will investigate the recruitment of a municipal government representative for the Team.	Brian Free	Carry forward. See Agenda Item 1e.
39.6 An up-to-date Team list will be provided, with members listed alphabetically by last name.	Brian Free	Done
39.7 Draft a recommendation to the Board that routine flaring and venting at sales gas pipelines, mainline straddle plants, and crude-oil terminals be addressed by a multi-stakeholder process	Michael Brown, Andrew Higgins, Chris Severson-Baker	Discussed at meeting. See Agenda Item 3.
39.8 A revised, draft Terms of Reference will be prepared for the Team's consideration.	Co-Chairs	Discussed at meeting. See Agenda Item 2.
39.9 A preliminary assessment of the Team's recommendations will be assembled.	Brian Free	Done. Circulated to team at meeting.
39.10 "Advance" quarterly reports of the flaring and venting statistics will be provided to the Team.	Michael Brown	Carry forward.
39.11 The Team will be polled for a meeting on January 8, 9 or 10.	Brian Free	Done

e. Review Team Membership

- Robyn Jacobsen was introduced as the new CASA project manager for this team.
- Brian has confirmed that Ralph Smith (Wildrose Agricultural Producers) is still interested in being on the team.

Action Item 39.3: Project Manager will continue to explore the interest of the Alberta Beef Producers (current representative is Len Vogelaar).

- Jolene Shannon from the Pembina Agricultural Protection Association has joined the team.
- At the Clean Air Strategy meeting, AAMD&C confirmed that flaring and venting is one of their priorities. The project manager will continue to explore their representation on this team.

2. Revised Terms of Reference

- The team reviewed the January 9 draft of the revised terms of reference.

Purpose

- The second bullet of the purpose seemed to duplicate objective #2 and was therefore removed.

Objectives

- The objectives were revised to be more succinct. The order of the objectives was changed to be more logical.
- The terms of reference was agreed to (in principle). The revised draft will be sent by e-mail for final comments and wordsmithing.
- The revised terms of reference will be presented at the CASA Board Meeting in March.
- Chris Severson-Baker volunteered to present to the Board, and the other co-chairs are encouraged to attend the meeting.

Action Item 40.1: The Project Manager will send out the revised Terms of Reference for the team's final review and sign-off.

Action Item 40.2: The Project Manager will request that the presentation of the Terms of Reference be added to the March Board Meeting agenda.

3. Recommendations regarding facilities and activities outside this team's terms of reference

- The team discussed how to advise the CASA Board of the facilities and activities that are outside the mandate of this team.
- Members acknowledged that CASA might not necessarily be the best venue to address these other concerns, but that the Board needed to be aware of what facilities and activities are outside of the team's mandate.
- It was agreed that we would draw the Board's attention to items outside of the team's mandate during the presentation of the Terms of Reference at the March Board Meeting. No Statement of Opportunity will be presented.

Action Item 40.3: Chris Severson-Baker will draft a slide to be added to the presentation for the March Board meeting regarding the facilities and activities that are outside of this team's mandate.

4. Identify Information Needs

- The discussion about the team's information needs was prefaced by the following questions:
 - What information do we need?
 - Who is going to gather this information?
 - When can we get the information we need?

- The team wanted to know what impact the revisions to Directive 60 have made. The team would like to see updated information from the ERCB on:
 - Solution gas flaring, well-test flaring, coal bed methane, etc.
 - Number of sites that are flaring, by volume.
 - Number of flares within 500m of residences.

Action Item 40.4: Michael Brown will gather information from ERCB reporting to provide the team with updated statistics.

- Information on flaring at Sour Gas Dehydrators would be useful. The first step will be to find out how many Sour Gas dehydrators Alberta has and then decide if we need more information.

Action Item 40.5: Krista Phillips will follow-up with the CAPP consultant to see what information they can provide on Sour Gas dehydrators in Alberta.

- The team requested updated information on the “Otherwise Flared Solution Gas Royalty Waiver Program” from Alberta Energy.

Action Item 40.6: Robyn Jacobsen will contact Alberta Energy for updated information.

- It was suggested that, since our objective is to eliminate routine flaring, it would be important to know the data for routine and non-routine flaring.
- The ERCB will check what information they have. Industry representatives can check what information they have.

Action Item 40.7: Michael Brown will follow-up with ERCB to find out if they have data regarding routine vs. non-routine flaring.

Action Item 40.8: Krista Phillips will follow-up with CAPP members to find out if they have data regarding routine vs. non-routine flaring.

- The team would like to see estimates of fugitive emissions.
- Data may be available from CAPP members who will be reporting on the status of the implementation Directive 60 by the end of March.
- In addition, data may be available from Environment Canada, who has requested all companies with over 10,000 BOEs (barrels of oil equivalents) to report to them by June 1.

Action Item 40.9: Krista Phillips will gather this data as it becomes available.

- The team would like data in conventional vs. unconventional sources.

Action Item 40.10: Michael Brown will investigate with the ERCB to find out if it is feasible to differentiate between conventional and unconventional sources of flaring.

Action Item 40.11: Andrew Higgins will find out more about getting an update to the 2003 report entitled “Solution Gas Flaring and Venting in Alberta”.

Summary of Information Needs for Flaring and Venting Project Team, Jan 2008

Information	Who	When
1. Quarterly flaring & venting data for solution gas	Michael Brown	End Feb. '08
2. Update on status of well test audit program	Michael Brown	End Feb. '08
3. Well test flare volumes	Michael Brown	End Mar. '08
4. Quarterly data for gas plants, other facilities.	Michael Brown	End Mar. '08
4a. Sour gas dehydrators - How many? Where located? Routine flaring?	Krista will check with consultant (benzene – Leland, Myles) Michael will check with Jim S. and Kim.	End Feb. '08
5. Re-run maps of solution gas flaring & venting	Michael Brown	End Feb. '08
6. New count of flares within 500m of residences	Michael Brown	End Feb. '08
7. Distinguish routine versus non-routine flaring.	Michael. Industry members will also check. How to do.	End Feb. '08
8. Fugitive emissions	Krista Phillips	End April '08
9. Can flaring from CBM be reported separately?	Michael Brown	End Feb. '08 If yes, end of March
10. Global Gas Flaring Reduction Partnership (GGFR) voluntary standard	Michael Brown	
11. GGFR compilation of all countries (states/provinces) targets for flaring reduction	Michael Brown	
12. Map of solution gas flares in Alberta (see map done for 1998 report).	Michael Brown	

5. Implementation of Framework Recommendations

Report and Recommendations for Upstream Petroleum Industry, September 2004

- Part 1. Recommendations to be implemented by ERCB
 - The team agreed that recommendations incorporated into Directive 60 can be considered implemented.
 - Rec 36 – See Section 4.6.10.1 of Directive 40.
 - Rec 37 – ARPC (supported by the Alberta Research Council) is continuing their research.

Action Item 40.12: Randy Dobko will get a report on the activities of the ARPC regarding research on the relationship between gas composition and combustion efficiency.

- Rec 38 - NRCAN has done an international study, but there is nothing to report yet.
 - The U of A has done some research that is posted on their website.
 - It was suggested that we invite someone to do a presentation on the status of on-going and possible future flaring research.

Action Item 40.13: Randy Dobko will invite Matthew Johnson to come and do a presentation on flaring research for the team.

- Part 2. Recommendations to be implemented by Alberta Energy
 - Rec 27 – The team identified an update on the “Otherwise Flared Solution Gas program” as an information need. Robyn has an action item to provide this update.
 - Rec 31 – There won’t be any further updates until the Royalty Review is complete.
- Part 3. Recommendations to be implemented by CAPP and SEPAC
 - Rec 43 – Reported at November 2006 CASA Board meeting.
- Part 4. Recommendations to be implemented by the Air Research Planning Committee
 - No “formal” research question has been brought to the ARPC.

Action Item 40.14: Randy Dobko will distribute the completed research on mercury emissions.

Action Item 40.15: Randy Dobko will follow-up with ARPC to get a report on the implementation of the teams’ recommendations.

Recommendations for Coal Bed Methane, March 2005

- Part 1. Recommendations to be implemented by ERCB
 - The team agreed that recommendations incorporated into Directive 60 can be considered implemented.
- Part 2. Recommendations to be implemented by CAPP and SEPAC
 - Rec 8 – Completed and distributed to team.
 - Rec 9 – This is now a standard procedure for all member organizations.

Review of Well Test Time Limits, June 2005

- ERCB has committed to doing an audit.

Action Item 40.16: This Summary of the Implementation of Recommendations from the Flaring and Venting Project Team will be updated according to our discussion and included in our presentation at the CASA Board meeting.

6. Flaring and Venting Team Workplan for 2008

Draft Work Plan

1. Gather required information – get the information out in March and meet to review it on Wednesday, April 30, 2008, 10 AM, in Edmonton.
2. Assess information.
3. Research presentation – R. Dobko to investigate. Subcommittees? Assess research findings and their implication for management of flaring and venting. Also determine other research needs and recommend further research.
4. Assuming information is available and adequate, meet monthly – May, June, Sept., Oct., Nov.
5. Assessing potential of scoping the updating of the report on volumes, trends, etc.
6. Assess the feasibility of setting a date for the elimination of routine solution gas flaring and venting at new facilities. Full cost accounting, environmental need - zonality, relative volumes compared to other opportunities? Elsewhere internationally? – ERCB to check for information.
7. Report writer, funding of consultants?

Action Item 40.17: Michael Brown to distribute Global Voluntary Standards to team.

Action Item 40.18: Andrew Higgins to talk to the CAPP technical team on Flaring and Venting about including a full-cost study in the “Solution Flaring and Venting in Alberta” report update

Action Item 40.19: The co-chairs and project manager will draft a workplan for distribution to the team.

7. CASA Update

- Brian Free gave a brief overview of the progress of other CASA project teams.

8. Other Business and Next Meeting

- There was no other business.
- Next meeting.

Date	Time	Place
Wednesday, April 30	10:00 am to 3:30 pm	CASA Office, Edmonton

9. Adjournment – The meeting was adjourned at 2:00 p.m.