

Final Minutes



Martha Kostuch Legacy Workshop meeting #1

Date: Friday Feb. 27, 2009

Time: 12 p.m. to 2 p.m.

Place: Teleconference

In attendance:

Name	Stakeholder group
Wayne Hillier	Husky Energy
Carmen Gilmore	Alberta Energy
Ann Baran	Southern Alberta Environmental Group
George Murphy	Alberta Environment
Terry Sly	Alberta Water Council
Kerra Chomlak	CASA
Kim McLeod	CASA

George Murphy agreed to be one of the group's co-chairs and to lead the meeting, which convened at 12:15 p.m. Quorum was achieved.

Action Items:

Action items	Who	Due
1.1 Check with the Matrix re availability for workshop on June 9, 10, 11	Kim	Before next meeting
1.2 Check to see if Alberta Environment has space to hold Day 2 on June 10 or 11	George	Before next meeting

1) Administration

- a. Approval of the agenda: Agenda approved by consensus
- b. Kim updated the group about the public consultation for the Electricity Framework Review and CASA's Science Symposium on Indoor Air Quality April 27-28 in Calgary.

2) Objectives of Workshop/Audience

George reviewed the sections in the team's Terms of Reference that apply to the objectives of each day.

Day One:

- explore overall decision-making processes with a focus on the use of the consensus process
- honour Martha's memory
- this could include a conference format of presentations and Q&As
- up to 250 people

Day Two:

- have a smaller workshop of 50-75 people with consensus experience to deliver a more tangible outcome

- training or education in consensus process for newcomers will be out-of-scope for the workshop
- 50-75

The group agreed by consensus to these objectives.

George also reviewed the workshop audience identified in the Terms of Reference.

Day One:

- by invitation with some experience or knowledge of the consensus process
- people who had worked with Martha in the past

Day Two:

- by invitation with direct experience in consensus process, i.e. CASA. Alberta Water Council, Canadian Council of Ministers of the Environment

There was agreement with the idea that the group on the second day would need to be of manageable size in order to facilitate the process of developing a tool. There was also a suggestion it might be helpful to consider the barriers stakeholder groups face in trying to use a consensus process.

3) Dates of Workshop

The group discussed whether to hold the workshop over two consecutive days or whether to have time between Day 1 and Day 2.

Points raised:

- Easier to get people to attend both days if they are consecutive
- It would be useful to have time between to compile information from Day 1 for use at Day 2
- Day 2 people will likely be at Day 1, so not necessary to have time between two days for compiling
- Recommendations from Day 1 will likely be at a high level and won't require much work to transcribe for Day 2

Concern was raised that holding the workshop June 2-3 would limit the involvement of members of the Alberta Water Council because the council has a board meeting on June 4. The group agreed to consider holding the workshop the following week. The dates of June 10 and 11 were considered optimal.

The group also discussed:

- the possibility that Alberta Environment could host Day 2 in a boardroom in the Oxbridge Building
- the possibility of hiring an event planner to help with registration

Action Item 1.1: Check with the Matrix re availability for workshop on June 9, 10, and 11. (Kim)

Action Item 1.2: Check to see if Alberta Environment has space on June with Alberta the Matrix re availability for workshop on June 10 or 11. (George)

4) Next meeting date(s)

Date	Time	Place
Friday March 6, 2009	10 a.m. to 3:30 p.m.	CASA office, 10 th Floor, 10035 108 Street (Great West Life Building) Small boardroom

5) Adjournment – The meeting was adjourned at 1:50 p.m.