

Final Minutes



Martha Kostuch Legacy Workshop (MKLW) Organizing Committee Meeting #3

Date: Friday March 27, 2009

Time: 10 a.m. to 11:30 a.m.

Place: Teleconference.

Carmen Gilmore came to the CASA office.

In attendance:

Name	Stakeholder group
Carmen Gilmore	Alberta Energy
Ann Baran (by phone)	Southern Alberta Environmental Group
George Murphy (by phone)	Alberta Environment
Terry Sly (by phone)	Alberta Water Council
Kerra Chomlak	CASA

Regrets:

Name	Stakeholder group
Wayne Hillier	Husky Energy
Kim McLeod	CASA

George Murphy chaired the meeting, which convened at 10:05 a.m. Quorum was not achieved. All major decisions should be checked with Wayne Hillier, as the industry representative on the committee.

Action Items:

Action items	Who	Due
3.1 Update the CASA Board and the Alberta Water Council at their June meetings on the status of the workshop, and encourage board and council members to attend.	Kerra, Terry	June
3.2 Circulate the list of key note speakers to the organizing committee.	Kim	Before the next meeting
3.3 Send Kim the name of the AEN speaker and the topic, for consideration by the Organizing Committee as a potential speaker at the MKLW.	Ann	Before the next meeting
3.4: Contact key stakeholder groups to test dates with them, and to ask them to provide us with dates of other significant events they may be organizing this fall.	All	
3.5 Committee members will review the list of potential keynote speakers and comment back to Kim on how engaging/entertaining they are.	All	Before the next meeting

3.6 Committee Members will check with individuals who would be personally interested in attending the workshop on their availability on the potential workshop dates.	All	
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1) Administration

Before the meeting started, Terry reported that he had put an update on the MKLW on the agenda for the Alberta Water Council's June meeting. Kerra will do the same for the CASA board.

Action Item 3.1: Kerra and Terry will update the CASA Board and the AWC at their June meetings on the status of the workshop, and encourage board and council members to attend.

a. Agenda

The agenda approved by consensus.

b. Minutes

The minutes of Meeting 2 were approved by consensus.

c. Action Items

All four action items from Meeting 2 were completed, although the draft email and list of key note speakers had not been circulated to the group.

Action Item 3.2: Kim will circulate the list of key note speakers to the organizing committee.

d. CASA Update

Kerra updated the group about other CASA teams/events:

- The Clean Air Strategy and the Electricity Framework Review will be brought to the Board in June.
- Funding for the Ambient Monitoring Strategic Plan (AMSP) will be addressed by the Board in June.
- George and Kerra are on the development team for the curricula for the Alberta Arbitration and Mediation Society's Consensus Certificate Program, which is focused on education. This was contrasted with the Martha Legacy Workshop, which is focused on developing a tool that will further consensus decision-making in the province.

There was a suggestion that projects addressing monitoring should be combined to avoid duplication. For example, the implementation of the Confined Feeding Operations framework requires monitoring to be done. It was noted that the CASA AMSP aims to coordinate monitoring, and to use a common funding formula.

It was noted that the AEN had recruited a speaker from the U.S. on consensus-building.

Action Item 3.3: Ann will send Kim the name of the speaker and the topic, for consideration by the Organizing Committee as a potential speaker at the MKLW.

2) Workshop Dates

a. Indoor Air Symposium

Kerra updated the team on the Indoor Air Quality Symposium. It had been cancelled due to low registrations. The cancellation fee was paid to the Westin in Calgary, and there is no further credit or obligation to this hotel. Therefore, the MKLW Organizing Committee is not tied to this hotel and can hold the workshop in Edmonton, as originally planned. It was noted that the cancellation of this CASA event does put some added pressure on the MKLW to succeed. However, it is felt that there is a higher interest level from CASA and Water Council stakeholders than there was in the indoor air quality event.

b. Review Dates of Other Events

Other key events;

- June 4 and October – Alberta Water Council meeting
- June 12 – 14 – Canadian Environmental Network national conference, Edmonton
- June 24, Sept. 23, December 9 – CASA Board meetings
- October 19 – 20 – Airshed Zones Conference, Edmonton
- Fall (No date chosen yet) CASA Priority Setting for Ambient Objectives Workshop, Edmonton
- Fall – Watershed Planning Advisory Committees (WPAC) Summit
- AUMA Conference?
- AAMD&C conference, Edmonton?

The committee discussed four potential options for the MKLW date to test with key stakeholders. Some options below are three days long, however, the workshop would only be held on two of those days. The group thought mid-week might be preferred by attendees.

1. October 21 – 22 to back up against the Airshed Zones Conference
2. November 3 – 5
3. November 17 – 19
4. November 24 – 26
5. December 1 – 3

c. List of Stakeholders for Initial Outreach/Consultation on Dates

The group brainstormed a list of key stakeholders to be consulted on potential workshop dates.

Action Item 3.4: Committee members will do outreach to organizations just to test these dates with them, and to ask them to provide us with dates of other significant events they may be organizing this fall.

- Terry – AUMA, AAMDC, WPACs
- Kerra – Airsheds Council, CCPI
- Ann – AEN, NRCB, Irrigation APA, Chamber of Resources
- George – CCME, CAPP, AFPA, CCPA
- Carmen –ERCB

Main points to get across in this initial outreach:

- Who is Martha, if they don't already know.
- A workshop is being planned – purpose of the workshop as per the Terms of Reference.
- The committee has agreed to be consultative as possible on the dates. However the final decision on dates lies with the organizing committee, once input has been gathered.
- There is value in participating – outline some key reasons specific to each group. E.g. all stakeholders will want to have input into a tool that will further consensus in Alberta.
- Committee members can also refer to the March 6, 2009, meeting notes for more details.

d. List of Stakeholders to Receive First Promotional email about the Workshop

The group discussed the audience to receive promotions for the workshop.

- AWC and CASA stakeholders
- CEMA
- AAMS
- CCME
- NRCB
- Airsheds
- Municipalities
- AEN
- Educational Institutions? It was noted the key audience is folks with experience or knowledge of the consensus process (“users” and “potential users”) and the folks who just want straight ‘education’ on the topic of consensus, should take the AAMS course.

3) Speakers

Kim had prepared a list of keynote speakers; the committee will review it. Links to speaking clips are included.

Action Item 3.5: Committee members will review the list of potential keynote speakers and comment back to Kim on how engaging/entertaining they are. The keynote speaker is an important part of recruiting people to the conference, and for leaving participants with a good memory of the event.

Other potential speakers will be contacted to “test the dates,” but commitments to speaking engagements will not be sought at this point.

Action 3.6: Committee Members will check with individuals who would be personally interested in attending the workshop on their availability on the potential workshop dates. We aren't making a commitment to these folks to be speakers at this point, but we know they would be interested in attending:

- **Myles Kitagawa - Kerra**
- **Kevin Warren - Kerra**
- **Peter Watson - Carmen**
- **Kim Sanderson - Kerra**
- **Mike Kelly - Kerra**

- **Christine Macken - Kerra**
- **David Spink – Kerra**
- **Martha’s family - Kerra**
- **Lauren Finch – Ann, via Cheryl Bradley. Ask if he ever worked with Martha. He is an engaging speaker and initiator of the Cows and Fish Initiative.**

One idea for speakers’ gifts or favours for attendees is crocheted animals, in memory of Martha.

4) Next Meeting Date

Date	Time	Place
Thursday, April 16	10 a.m.-11 a.m.	teleconference

The meeting was adjourned at 11:40 a.m.