



*Canadian Federation  
of Earth Sciences* | *Fédération canadienne  
des Sciences de la terre*

**118th CFES Meeting  
PDAC Boardroom**

09:00 - 17:00; Saturday, November 17, 2007;  
08:30 - 15:00; Sunday, November 18, 2007

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**Minutes**

Attendees:

**Barrett, Catherine** CFES  
**Bogstie, Doug** CSEG  
**Wright, Jim** CCPG  
**Reimer, Jim** CNC IYPE – Saturday only  
**Burns, James** CFES  
**Griffith, Lisa** CSPG  
**Haidl, Fran** CGEN  
**Holysh, Steve** CNC-IAH  
**Vincelli, Matt** NSERC  
**Marcotte, Norman** NSERC – Saturday only  
**Moore, Richard** PDAC  
**Ollerhead, Jeff** CAG/CGRG  
**Packard, Jeff** CFES/GAC  
**Schreiner, Bryan** CFES  
**Smith, Paul** CCCESD  
**Thorleifson, Harvey** CFES  
**Vavrek, Jean** CIM  
**Young, Ian** CFES  
**Hebert, Paul** MIHR – Saturday only  
**Grieve, Richard** NGSC  
**Mercer, Bill** CFES  
**Kosters, Elisabeth** CFES  
**Kyser, Kurt** MAC

***Saturday, November 17***

***Breakfast***

***0830***

1. Welcome & Introductions – *Ian Young* 0900  
 Ian Young opened the meeting at 9:00 am.
2. Thanks to out-going Past President  
 Ian Young thanked Harvey Thorleifson for his energy and contribution during his terms of President and Past President.
3. Approval of Agenda  
 The agenda previously circulated was discussed and confirmed. A motion to approve the agenda was proposed by Lisa Griffith and seconded by Jeff Packard.  
 The Agenda was approved unanimously.
4. Approval of Minutes of the 117th CFES Meeting  
  
 A motion to approve the minutes of the 117<sup>th</sup> Council meeting held in Vancouver on June 16, 17 2007 as circulated on <http://www.geoscience.ca/minutes.html> was made by James Burns and seconded by Paul Smith.  
 The 117<sup>th</sup> CFES Meeting Minutes were approved unanimously.
5. Report of Nominating Committee for the Environmental and Geotechnical Sectors 0920
  1. *Harvey Thorleifson*  
 Harvey Thorleifson reported that the nomination of Steve Holysh had received full support of the Nominating Committee and was willing to assume the position and responsibilities of Director.

### **Progress Reports, Discussion and Action Items from CFES Sub-Committees**

For detailed information please refer to the reports attached to the Agenda.

6. Jobs and Recruitment
  1. HQP Survey Overview – *Catherine Barrett* 0925  
 See attachment entitled “ES Employment Survey Nov 14”.  
 Initial findings from HQP study representing 3200 Earth scientists through 88 employers were presented. Excellent representation from Oil and Gas, academia and government sectors was noted. Representation from environmental & geotechnical and mining sectors needs additional input. Nevertheless important preliminary conclusions can already be made.
  2. Update from MIHR – *Paul Hébert* 0945  
 See attachment entitled “mihr update cfes nov 2007.ppt”  
 Also, see website [www.acareerinmining.ca](http://www.acareerinmining.ca).  
 Paul Hébert discussed HR challenges in the mining sector, specifically supply and demand of staffing. Topics included:
    - attraction, retention and recruitment;
    - standardized skills training;
    - labour force transition from other industries, especially forestry, to mining;

- labour market intelligence (supply and demand info)

### 3. Discussion and Action Items - *All*

1000

There was discussion regarding the lack of data of how many working Earth scientists there are in Canada. CCPG will be devoting a day in their February meetings to address this question, an important issue being that there is a 3 yr gap between graduation and full registration. It was noted that Stats Can will release most recent statistical findings in March 2008, and there may be some useful information in that report. There are 32 sector councils of which 3 have close ties to Earth science (petroleum, mining and environmental).

**Action Item:** Catherine Barrett to follow up with sector councils to see if they have useful material regarding the number of Earth scientists and/or other Earth science topics.

**Action Item:** Catherine Barrett to follow up with Jean Vavrek, Ollie Bonham and Steve Holysh regarding obtaining additional mining and environmental response.

**Action Item:** Ian Young to incorporate final survey information in an outreach/advocacy presentation to be made available to Canadian Earth scientists.

## 7. Outreach

### 1. IYPE report – *Jim Reimer*

1020

Jim Reimer reaffirmed IYPE's primary goal of outreach, specifically to young people, with the intent of interesting them in Earth sciences. Jim discussed progress and presented the commercial shown in the CBC series "A Geologic Journey." Funding to date was confirmed at \$75,000, of which \$60,000 had come from a major sponsor and \$15,000 from Earth science societies. This money has been spent on start up costs and the sponsorship ad for Geologic Journey.

**Action Item:** All meeting members were asked to contact IYPE with introductions to CEOs or other corporate representatives for the purposes of raising additional funds.

### 2. Careers in Earth Science – *Fran Haidl*

1040

Fran Haidl reported excellent progress on Careers in Earth Science website, with the involvement of Skinny Fish and Jenn Sabean. Content was reported to be 80% complete, with primarily the build and launch to go. Funds are urgently needed in order to continue the work.

### 3. Liaison Committee – *Ian Young*

1050

See attachment entitled "Final CGEN Report for CFES November 2007" for the CGEN report regarding the Liaison Committee.

**Action Item:** Ian Young to send a proposal to Earth science societies asking them to nominate society outreach representatives to become members of an Outreach Liaison Committee.

### 4. Lecture Tours – *Elisabeth Kusters*

1055

See attachment entitled "Public Lecture Series.doc".

Elisabeth Kusters reported on research into two successful lecture tours (AGS and CSPG) and noted the intention for CFES to take over the IYPE lecture tour as IYPE wound down. A Committee Chair is urgently needed for the IYPE lecture tour committee.

**Action Item:** All meeting members are to forward names to Elisabeth of possible presenters who are able to travel either nationally or regionally.

**Break**

**11:00**

7. Outreach (cont.)

5. GeoCanada 2010 – *Ian Young*

1115

Ian Young reported that Ian McIlreath is the CSPG Chair of the Conventions Committee. CFES offered, in conjunction with CGEN, to host a session on outreach. CFES also suggested creating a committee position responsible for conference outreach in order to take advantage of publicity opportunities. Elisabeth Kusters' name has been put forward as a CFES representative for GeoCanada 2010.

6. Discussion and Action Items – *All*

1125

It was discussed whether CFES could solicit other Earth science organizations to participate.

**Action Item:** Ian Young to follow up with Ian McIlreath regarding CFES assisting with solicitations for participation by other Earth science organizations.

8. Communications

1. Press Release and brochure – *Ian Young*

1145

Ian Young noted a variety of communication vehicles is needed in order to raise public awareness and awareness within the Earth science community. To that end a brochure had been created that presents CFES, its mission and vision, and contacts. The brochure can be used for conventions, introductions, and written communication. A near completed draft of the brochure was distributed for comment.

A press release describing CFES' recent changes was sent to media outlets. No response was received though that was not unexpected. In the future it is anticipated that future press releases will be of a broader public appeal, such as climate change, intelligent design, water and nuclear energy. There was discussion regarding appropriate approvals for such press releases and it was generally agreed that a series of approval levels would be required depending on the topic. Any significant or potentially controversial press release would need approval from the Council of Members.

**Action Item:** Ian to replace the brochure's pump jack image with another, possibly a more environmentally focused picture. James Burns' phone number is to be updated. Wording is to be changed from "national earth science organizations" to "earth science organizations with national interests".

**Action Item:** The Communication Subcommittee is to design a press release protocol.

2. Joint convention booths with IYPE – *Ian Young*

1155

Ian Young spoke with IYPE about having joint booths at Earth science related conventions. Ian reiterated his willingness to speak at industrial, academic, government, societal board meetings about CFES.

3. Newsletter – *Steve Holysh* 1205

**Action Item:** Steve Holysh and Ian Young to resend a letter they co-authored to Richard Grieve at NRCan to ask for editorial and translation assistance.

4. Media List – *Elisabeth Kusters* 1210

Elisabeth Kusters updated everyone the compiling of a list of suitable media contacts across Canada. It was suggested Skinny Fish could coordinate this, including providing the communication services and follow up for an annual rate of approximately \$2000. Skinny Fish may be willing to combine CFES and IYPE under one fee for 2008.

**Action Item:** Elisabeth Kusters to investigate contracting with Skinny Fish for media services.

5. Geotimes – *Elisabeth Kusters* 1220

See attachment entitled “Newsletter CanGeotimes GeOde.doc”

AGI has contacted CFES regarding advancing their publication, Geotimes, in Canada. Discussion concluded that member societies would be more interested in a Canadian publication and that we should first investigate to what extent Canadian geoscience magazines/newsletters are interested in sharing information in order to create a Canadian Geoscience magazine, after which we can possibly upgrade by partnering with Geotimes. Elisabeth Kusters approached 4 Canadian geo-science magazine editors about sharing articles to a national, multi- disciplinary Earth science audience with possible collaboration with AGI.

Elisabeth discussed with AGI at the GSA meeting the possibility of a collaborative arrangement with existing Canadian publications. AGI was supportive of this approach.

**Action Item:** Meeting members are to look through recent society newsletters and forward candidate articles of general interest to all Earth scientists to Elisabeth to create a mock-up. Steve Holysh, Jeff Ollerhead and Elisabeth Kusters to combine their efforts

6. Communications Strategy, discussion and Action Items– *All* 1230

Discussion of the 2006 CGI document “Council of Presidents’ Working Group on External Communications, was introduced by Jeff Ollerhead.

**Action Item:** The topic of External Communications is to be further pursued by the Communications Subcommittee.

**Lunch** 12:45

9. Student Chapters

1. Update – *Elisabeth Kusters* 1315

CSPG has agreed to merge its Student Chapter into the GAC-PDAC Logan Chapter. The merger is to be completed by September 2008. This merging can be used as a template for inviting Student Chapters of other societies to join the new, hopefully pan-Canadian Student Chapter.

2. Discussion and Action Items – *All* 1325

**Action Item:** Catherine Barrett to organize web links from CFES to scholarship information on society websites.

10. Advocacy (Earth Science Advocacy and Advisory Panel)

1. ESAAP expectations - *Elisabeth Kusters* 1345

See attached document entitled “ESAAP Blue Ribbon Panel Expectations.doc”

The group discussed the draft document. Elisabeth Kusters reiterated the primary purposes of the ESAAP was lobbying and providing advice to CFES. For further clarity, it was understood that CFES would remain driven by its members, not by the panel.

2. Terms of Reference - *Ian Young* 1400

See attached document entitled “Terms of Reference for ESAAP”.

Ian Young outlined a possible arrangement of panelists contributing approximately one hour to the CFES bi-annual meeting by conference call, and participating in a one hour quarterly conference call of ESAAP committee and panelists. The suggestion that the Chair of the panel be the CFES past president was endorsed.

3. Discussion on expectation and terms of reference – *All* 1410

4. Discussion of Potential Candidates – *All* 1430

In identifying candidate panelists it was emphasized that they must be influential and credible. Concerns were raised regarding budget and it was anticipated that approached individuals would be more concerned about time commitments rather than budget, but this would have to be explored as the conversations are had with candidates.

The group put forward a list of candidate names which will be considered by the Advocacy committee.

5. Action items and way forward – *All* 1450

**Action Item:** Elisabeth is to modify the documents based on the discussion.

**Action Item:** Ian Young to pass the modified documents by Pierre Alvarez and John Weissenberger for feedback.

**Break** 15:10

## 11. Funding

See attached document entitled “CFES\_Toronto 2007.ppt” starting with slide #8 “Fundraising”.  
The Fundraising Committee reported on activities to date including:

See attached document entitled “Fundraising Member Societies”.

Lisa Griffith researched fund raising priorities of member societies to ensure CFES does not compete with them.

**Action Item:** Doug Bogstie is to continue to develop concepts for running for-profit 1-3 day seminars on topical Earth science issues.

### 1. CanGeoRef – *James Burns* 1530

See attached document entitled “CFES\_Toronto 2007.ppt” starting with slide #10 “CanGeoRef”.  
James Burns outlined the proposal from AGI for CFES to partner with them by providing references to populate a Canadian subset of AGI’s GeoRef. Potential revenue was quite high.

### 2. Business Plan – *James Burns* 1545

A business plan was presented (see above document) which documented the proposed arrangement with AGI including estimated revenues and costs.

### 3. Discussion and Action Items – *All* 1600

Discussion was held regarding the proposal, assumptions used for costs and revenues, the relative success and overlap with other reference sites, and the benefits stemming from CanGeoRef contributing to building a stronger relationship with AGI.

Suggestions were made including:

- offering discounts to society members in return for their marketing CanGeoRef;
- providing discounts to students for contributing references in required formats;
- ensuring through written agreement that CFES can not be ‘cut out’ of the arrangement or revenues without its agreement
- the benefit of considering a geographical spread of workers.
- to check potential competition from other Canadian databases such as Data Metallogenica, Geoscan, Datapages, MBIU

**Action Item:** James Burns is to look into a more formal agreement with AGI, and into initiating fund raising efforts for 3 years of funding.

### 4. Review of postponed financials from June – *James Burns* 1625

See attached document entitled “2007 Statements”.  
James Burns presented 2006’s audited statements and 2007’s budget.

### 5. Discussion on Financials and Auditor – *James Burns* 1645

James outlined the difficulty finding committed auditors, however there was no need to make a motion re adopting an auditor in this meeting.

**Motion 1:** A motion was proposed to adopt the financials as presented.  
Moved by Lisa Griffith and seconded by Doug Bogstie.  
The motion was approved unanimously

**Adjourn** **17:00**

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**Dinner – PJ O’Brian’s 39 Colborne St. optional for all attendees (no host) 19:00**

**Sunday, November 18**

**Breakfast** **08:30**

12. Motions from Day 1 as required – *Ian Young* 0900

**Motion 2:** A motion was proposed to accept Steve Holysh’s nomination for the position of Director  
Moved by Harvey Thorleifson and seconded by Jeff Ollerhead.  
The motion was approved unanimously

13. Global Change and Global Issues  
1. Position paper – *Jeff Ollerhead* 0930

See attached document entitled “CFES-FCST Climate Change Draft 2”.  
Jeff Ollerhead presented the argument that CFES should not take a position on climate change but should focus on helping to understand consequences and how to deal with it.

**Motion 3:** To accept in principle Draft 3 of the Global/Climate Change document as the position of CFES.  
Moved by Jean Vavrek and seconded by Paul Smith.  
The motion was approved unanimously.

**Action Item:** Jeff Ollerhead is to finalize the above document to be attached to the CFES website under News.

**Action Item:** CFES Communications Subcommittee is to explore appropriate avenues for press release and public dissemination.

See attached document entitled “Nuna – Gussow Program Proposal”.

Ian Young reviewed the history of this item and updated the group regarding Andrew Miall’s enthusiasm for taking the position of Conference Chair. The group reviewed and gave feedback on Andrew Miall’s proposed agenda for a two day conference plus field trip, with a media day to follow in Toronto.

Many comments were made including:

- Andrew Miall’s recent completion of a survey of Canadian geo-scientists’ attitudes towards climate change (listed on the conference proposal under C Miall).
- Dr Miall’s recent appointment as Incoming President of the Royal Society of Canada and the possibility of attracting the same as a sponsor for the conference.
- The ability to brand this event as an IYPE event.
- The likelihood of the conference to generate substantial media interest.
- The appropriateness of lending seed money with the anticipation of it being repaid. CSPG has contributed \$10,000 and the same was suggested for CFES which would likely please the CSPG and implicitly allow CFES to have say in the conference’s design and content. It was also voiced that perhaps CFES might be able to participate in any revenues, although the conference is aimed at being revenue neutral.
- The possibility of taking the conference ‘on the road’ if it proves successful.
- Improvements to the proposed agenda by adding such topics as sequestration, mitigation, impacts and adaptation, future research needs, oceans, and a “so-what” element.
- It was noted the conference timing could combine well with Oct 2008’s CFES meeting if it were to be held in or near Calgary.
- Discussion covered the optimal length and design of the conference: two versus three days; including or eliminating a field trip given type of attendees; adding lunch talks and concurrent sessions; cost.
- It was noted that publicity should start prior to Christmas
- The conference should have 3 communication aims: it should be directed at Earth scientists, it should include an appeal for the media and public; the CFES website should be used for breaking news in Earth sciences.
- Suggestion of using the title as a ‘box’ for defining the parameters of topics, i.e. limit to geo-sciences and not include economics or politics.
- That Ian Young, as CFES representative, should get assurance of CFES input into conference design given the seed money.

**Action Item:** Ian Young to communicate the above feedback to Andrew Miall.

**Action Item:** Harvey Thorleifson is to identify potential presenters and topics. Suggestions from all members are welcome.

**Motion 4:** To contribute \$10,000 as seed money for the Nuna - Gussow Conference, with the expectation of repayment.

Moved by Jeff Packard and seconded by James Burns.

The motion was approved unanimously.

Elisabeth Kusters emphasized the need for any CFES position on Creationism to avoid the discussion of religion. Discussion of the paper was supportive and noted: the need for some rework, including the deletion of the last paragraph; confirmation of the approach of focusing on contrasting science theory and hypothesis.

**Action Item:** Elisabeth Kusters is to adopt the above feedback and re-circulate Draft 2 for approval.

4. Discussion and Action Items – *All* 1010

See attachment entitled “Global Change – Media Series”

Jeff Packard proposed coordinating the writing and submission of 5-6 articles on consecutive weekends on climate/global change, avoiding the topic of causality. Possible topics and authors were discussed.

Discussions included:

- this could be coordinated with IYPE;
- CFES should extend an invitation for referrals from CMOS;
- possible editors could include Jennifer Bates (GSC/Atlantic) and Christy Vodden;
- using IYPE as a hook would heighten interest of the media;
- articles could be repeated in such newsletter/magazines as The Reservoir;
- pitches to other media forms should be explored, such as CBC.

**Break** 10:30

14. Membership expansion – *Ian Young*

1. Other National organizations 1045

Ian Young noted that overtures need to be continued to such groups as CGU, CMOS and KEGS wherever possible. Other groups that should be contacted were discussed including the Canadian Society of Unconventional Gas (although it was noted most members would be duplicate members), the Canadian Society of Soil Scientists, and the Canadian Water Resources Association.

**Action Item:** Bill Mercer is to explore opportunities for engaging KEGS.

**Action Item:** Ian Young to contact CGU, CMOS, and CSSS.

2. Regional Organizations 1055

Elisabeth Kusters raised the question of regional societies becoming members of CFES. The group agreed the regional societies had an open invitation to be observers or members at CFES meetings. Fran Haidl noted some misleading language in the proposed CFES brochure (captured in 8.1 above).

3. Discussion and Action Items – *All* 1105

Jean Vavrek raised his concern regarding the pros and cons of SPE (the petroleum section of CIM) having been taken over by their US counterpart, SPE, noting that while advantages included that exchange of information and improvement of learning, US concerns would naturally become the

priorities of an amalgamated society. The group noted several other examples, such as AAPG establishing an office in Calgary, CSEG members leaving and signing up with SEG (which is also establishing offices in Beijing and Perth), etc. Discussion was held about the pros and cons of national vs international Earth science organizations and the importance of establishing an appropriate balance between the two.

**Action Item:** A subcommittee consisting of Lisa Griffith and Steve Holysh is to further study the issue and make recommendations accordingly.

15. Insurance – *Richard Moore*

1120

A report was presently unavailable and would be forthcoming.

Richard Moore updated the group that PDAC had contracted for insurance for its members at considerable savings. He understood that the insuring company could set-up comparable insurance for other organizations.

**Action Item:** Richard Moore to explore the ability of CFES to duplicate this insurance design and extend it to its members.

**Action Item:** Richard Moore to submit to all Members a report updating activity regarding insurance.

### **Reports from Affiliated Organizations**

For detailed information please refer to the reports attached to the Agenda.

16. International report – Canadian National Committees of IUGS and IGCP

1130

See attachments “CNC-IUGS Report 2007” and “CNC-IGCP Newsletter 2007”. These reports are also available on the CNC-IUGS-IGCP web site at [www.cnc-iugs-igcp.org](http://www.cnc-iugs-igcp.org) with links to the CFES website.

Bryan Schreiner reported on background; past, current and expected activity; and funding changes., NRCan funded these activities in the past however, future funding is uncertain now. The IUGS membership will likely be payed by NRC in future. NSERC is being approached to support the IGCP projects. Bryan asked the Board for any ideas concerning other funding opportunities or other ways of supporting the IGCP projects. There was discussion regarding the question of whether Canada is in danger of losing an international presence in Earth science.

**Action Item:** Elisabeth Kosters and Bryan Schreiner to fact find, discuss and make recommendations.

17. Report from CGEN – Canadian Geoscience Education Network

1145

See attachment entitled “Final CGEN Report for CFES November 2007”.

Fran Haidl discussed:

- CGEN activities,

- finances,
- EdGEO workshops held in 2007,
- a proposal for a joint CFES/CGEN Outreach Liaison Committee (see item 7.3),
- the report of the GAC MAC Yellowknife Conference

18. Report from CCPG – Canadian Council of Professional Geoscientists 1200  
See attachment entitled “CCPG remarks to CFES Nov. 2007”.

Discussed recent CCPG activities including:

- a review of knowledge standards;
- in conjunction with HRDC, an examination of competency-based registration;
- a mobility initiative with the goal of ensuring that any member in good standing in one association should be able to become a member in another association within 48 hours of application;
- establishing the number of geoscientists in Canada – a full day at their February offsite will be dedicated to this goal;
- the co-sponsoring of an international conference in Flagstaff.

### ***Lunch***

***12:15***

19. Report from CCCESD – Council of Chairs of Canadian Earth Science Departments 1255  
See attachment entitled “

Paul Smith broadly discussed survey results of the number of students, recruitment of new students, the pressure to have more graduate students and the difficulties surrounding that particular issue at this time when there is limited interest in graduate school, and (lack of) work and lab space. A more focused presentation was made regarding funding with emphasis on the need for more research funding and concluding with the need to determine how to help NSERC help us.

20. Report from NGSC – National Geological Surveys Committee 1310  
Richard Grieve reported on recent NGSC activities including:

- the establishing of new terms of reference;
- the signing of a new Accord describing principles of doing business;
- an update of the Geological Mapping Strategy and need for funding;
- concern regarding the funding for 4 Billion Years and Counting, noting that over \$500,000 years of GSC staff time that have or will be devoted to compiling its contents;
- an update re the One Geology initiative (geologic map of the world at 1:1,000,000) noting that over 50 countries have signed on.
- Recruitment and retention concerns
- Updating of safety manuals
- He also noted that GSC cannot advocate and therefore cannot financially support CFES in advocacy.

21. Report from the Foundation Sector 1330

Ian Young gave an update noting the concern that we not conflict ourselves with the activities and fund raising of too many foundations. Ian will be attending a Canada Prize meeting in Vancouver where he expects there to be an urgent discussion of the future of the initiative.

**Action Item:** Ian Young will send a letter to heads of foundations regarding the possibility of collaboration via a regular conference call.

22. Report from NSERC - Natural Sciences and Engineering Research Council 1340  
See attachment entitled "NSERC-CFES meeting Nov 2007".

Matt Vincelli gave a presentation regarding NSERC grants. He noted that NSERC is an arms length agency and for the first time this year it has been given direction on how to grant a \$37 million increase to its budget. Matt discussed types of grants, budgets and activity for each. He encouraged the group to call him with questions where he could forward information requests if required. Matt noted that each university has an NSERC representative.

23. Discussion arising from Organization reports 1400

Most of the discussion occurred during the presentation and is captured above. There was a review of the make-up of the sub-committees, which were confirmed as follows:

Jobs and Recruitment: Hanmer, Barrett, Scott Jobin-Bevans (PDAC), Kusters (ex officio)

Outreach: Haidl, Young, Kusters (ex officio) as well as Outreach representative of member organizations

Communications: Young, Kusters (ex officio), Holysh and Packard

Advocacy: Mercer, Young, Kusters (ex officio), Moore and Hanmer

Funding: Griffiths, Bogstie, Schreiner, Burns, Kusters (ex officio)

Climate Change: Ollerhead, Kusters (ex officio), Anglin, Vavrek, Moore, Smith, Packard

Sovereignty of Canadian Earth Science Organizations: Vavrek, Griffiths, Young, Kusters (ex officio)

24. Date and venue of next meeting 1445

**Motion 5:** To hold the next meeting June 14th and 15<sup>th</sup> in Halifax, Nova Scotia.

Moved by Jeff Packard and seconded by Steve Holysh.

The motion was approved unanimously.

It was noted that the fall 2008 Nuna-Gussow conference could be tied in with the location and dates for the Climate Conference in Banff.

**Action Item:** Elisabeth Kusters will look into an appropriate venue.

**Adjourn**

**15:00**

Meeting adjourned.