



MINUTES



CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)
Board of Directors Meeting
7 September 2010

The 7th September 2010 meeting of the Board of Directors of Crane Mountain Enhancement Inc. (CMEI) was held at the KBM, Westfield Road and was called to order at 6:05 p.m. by Chair Tom Simpson.

In attendance: Ken Anthony, Mike Bonga, David Bowen, David Calvin, Paul Crilley, Peter Kierstead, Roberta Lee, Roger McKenzie, Elmer Mersereau, Tom Simpson, Jim Stubbs

Regrets: Kathy Lawrence

FRSWC - Richard McLean

FRSWC

Richard McLean reported the generator is up and running and running well. There was a public opening at the landfill that 30-40 people attended. The full-load capacity of the generator produces one mega watt – 20% of the production will go to run the landfill and 50-60% produced will be sent out to the Saint John Energy grid. FRSWC expects there is enough methane gas at the landfill for the generator to run to capacity. If there is an over production of methane gas, it will have to be flared off. Mr. McLean also reported at the end of September there will be a one-week remote collection of computers and household hazardous waste in Hampton, Quispamsis, St. Martins and the other LSDs. The dates and schedules will be publicized in the local paper. Residents close enough to the landfill in areas such as Grand Bay-Westfield and the Westfield Road area are expected to drop off the items at the landfill themselves. Letters for domestic well testing have been sent out to the original 70 residents in the control group. The hotline conversion was delayed due to the focus on the generator and it may be a couple of months before the telephone system will be upgraded. Recycling is up 37% since the new system was put in place. Compost is under budget, which is the same in Moncton and other parts of the province with no explanation why. The “two bags or less” program has started in Hampton and there has been much publicity around the partnership with the Salvation Army in the South End. The next meeting of the FRSWC is Thursday, September 9. Mr. McLean mentioned that long-time employee Tammy Archer has finished working at the landfill and is moving to Halifax.

Minutes from last meeting:

Corrections & Additions – additions and corrections noted by R. Lee and R. McKenzie.

MOTION 1: David Calvin / Roger McKenzie - That the minutes be accepted as amended.

MOTION 1: CARRIED

BUSINESS ARISING FROM THE MINUTES

- 1 Tom Simpson gave an update on the newly designed CMEI website and suggested viewing it online at the end of the meeting. All of the information on the current website has been transferred and checked for accuracy, and the new photos have been loaded. The new format is different, it will fill the screen more and it is easier to insert photos in the text. The web address remains the same. The number of hits continues to be recorded through the service provider, City and District. Mr. Simpson noted the number of hits does not always reflect the visits to the site as a “hit” may be triggered by a key word on a search list generated by a search engine.
- 2 Roberta Lee reported on the new CMEI office. Mrs. Lee has received an invoice from the Shades of Green in the amount of \$100.00 + HST for the rental of an office for one year, May 10, 2010 – May 10, 2011. (Submitted to Treasurer for payment) Mrs. Lee also did comparison-shopping for a new four-drawer locking filing cabinet. \$297.00 at Staples; \$119.00 at Eastern Office. Mrs. Lee noted the office could be used for small committee meetings and Eastern Office sells small round tables (\$98.00) and chairs (\$19.00 each) as well and wanted to know if the board would agree to the purchase of the extra items.

MOTION 2: Mike Bonga / Elmer Mersereau – That a spending limit up to \$600.00 for CMEI office equipment be authorized to Roberta Lee.

MOTION 2: CARRIED

ACTION: Jim Stubbs and Tom Simpson to help clean the new office space and Roberta Lee to purchase 8 chairs, one round table, and a lockable 4 drawer filing cabinet.

CORRESPONDENCE

Tom Simpson reported a Certificate of Appreciation has been received from the Nature Trust for CMEI’s support for the Blueberry Hill project.

ACTION: Certificate of Appreciation to be framed and mounted in the new office.

Mr. Simpson reported there was also an invitation to the transfer of title of the property at Blueberry Hill. Several CMEI board members were in attendance at the July 19th event. (invitation on file) As well, there was an invitation from the provincial government from the Community Non-Profit Organization Secretariat to register as a non-profit on their website. If CMEI registered they would have access to the Secretariat’s online database.

MOTION 3: Jim Stubbs / David Calvin – That Tom Simpson register CMEI with the Province of New Brunswick Non-Profit Organization Secretariat.

MOTION 3: CARRIED

ACTION: Tom Simpson to register CMEI.

Mr. Simpson had also received the request for the \$2,000.00 scholarship funds from UNB and an invoice from Westfield school for their \$600.00 school project funds. Move items to New Business.

CHAIR’S REPORT

Tom Simpson reported on the activities over the summer: June 6, Nature Trust Blueberry Hill; June 15, landfill tour; July 19, property transfer of Blueberry Hill from WSNB; August 5, tour of

the underdrains at the landfill and explanation of how they work. Mr. Simpson also mentioned that David Safford is the new Special Projects contact.

ACTION: Richard McLean to inquire whether the under drains are monitored continuously, 24-hours a day and whether a monitoring report on the underdrains is generated daily.

TREASURER'S REPORT

Treasurer, Jim Stubbs, submitted a written report for the September 7, 2010 meeting. (copy on file) All bills received up to the end of August have been paid. The HST rebate has been received as well as a cheque from the FRSWC for part of the audit. The balance in the Current Account at the end of August 2010 is \$24,205.68 and the balance in the Savings Account as of the end of August 2010 is \$22,382.92.

Roger McKenzie suggested that committees submit rough budgets of expenditures.

ACTION: Monitoring Committee will meet and report back at the October 12 meeting. Tom Simpson and Jim Stubbs will review recurring operating expenses from the past five years to create a rough budget for the 2010 operating grant.

COMMITTEE REPORTS

Education

No Education Committee to file report.

Monitoring

Roberta Lee reported that the Monitoring Committee has been set up to meet on the third Monday of each month at the new office at Shades of Green, starting September 20. Mrs. Lee expects to have an update on Doug Craig's study of domestic well testing for the October 12 meeting.

ACTION: Roberta Lee to send the Craig proposal as a reminder to the Monitoring Committee.

At the June meeting of the FRSWC, CMEI representatives asked the Commissioners for contingency plans in case of leachate or gas leakage. Questions had been asked about these subjects by members of the public at CMEI's AGM. Mrs. Lee has sent a copy of the June request to Mr. MacLeod as a reminder. As well, Mrs. Lee noted that the Gemtec Environmental Monitoring Program 2009 Annual Report, Appendix A, reports that several General Chemistry parameters have been left out of the domestic well testing. CMEI supports ADI's recommendation that these be put in. Domestic wells are scheduled to be tested at the end of September. Mrs. Lee requested that Mr. MacLeod contact Gemtec to ensure these would be included in the upcoming testing program.

Roger McKenzie raised the issue of the aerial survey photographs of the landfill site. Now that FRSWC will not be financially supporting the second set of photos, Mr. McKenzie asked Board members whether they thought there was a need for a second set. Discussion ensued on cost and need for the second set.

MOTION 4: Peter Kierstead/Mike Bonga – That at the end of October 2010, CMEI get a set of aerial photos taken of the landfill site and pay for them out of the Operating Budget.

MOTION 4: CARRIED

ACTION: Tom Simpson to contact Jamie Wilson, Wilson Studios to book the photos by the end of October.

Special Projects

Tom Simpson reported six projects have been completed and paid for. The Special Projects Committee will be expediting completion of all of the projects this month, as they must be completed by the end of September. Mr. Simpson has been in contact with 1st Ketepec Cubs and the River Valley Community Centre. Mike Bonga reported on the Blueberry Hill project which involves the removal of the culvert. Jim Stubbs contacted the River Valley Middle School regarding their Fish Friends project.

ACTION: Jim Stubbs to follow-up with RVMS the week of September 13 to request invoice.

David Calvin reported he was in contact with Hunter Education early in the summer regarding their project. Mr. Calvin was assured it would be completed by Fall.

ACTION: David Calvin to follow-up.

Elmer Mersereau reported on the progress of the Martinon Community Centre project. Mr. Mersereau was to meet this evening with the Executive Committee to review a quote. The contractor said the job could begin two days after the quote was accepted and approved.

NEW BUSINESS

Tom Simpson introduced the Scholarship item brought forward from Correspondence. Mr. Simpson requested a motion to approve payment of the invoice for the UNB Scholarship and an invoice for the \$600.00 Westfield School's environmental project (landscaping). Mr. Simpson reported that Morna Heights Elementary School has submitted their invoice, River Valley Middle School's invoice is outstanding and the two schools that requested document cameras were denied their request and asked to find environmental projects. Neither of them has submitted further requests. David Bowen suggested the motion for approval be extended to include the presentation of the NBCC scholarship.

MOTION 5: Tom Simpson / Jim Stubbs – That payment for UNB and NBCC Scholarships be approved as the invoices are received.

MOTION 5: CARRIED

MOTION 6: David Calvin / Peter Kierstead – Moved the meeting be adjourned at 7:50 p.m.

MOTION 6: CARRIED

After adjournment, Tom Simpson showed Board members the new format for the CMEI website and pointed out the changes that he had made.

The next regular meeting is scheduled for 5:30 p.m. October 12, 2010 at the KBM.

Respectfully submitted,
Marlene Abbott
Recording Secretary