



MINUTES



CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)
Board of Directors Meeting
4 October 2011

The 4 October 2011 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 5:45 p.m. by Chair, Tom Simpson.

In attendance: Ken Anthony, Mike Bonga, Sandy Coffin, Paul Crilley, Peter Kierstead, Kathy Lawrence, Roberta Lee, Roger McKenzie, Fred Steeves, Jim Stubbs

Regrets: David Bowen

FRSWC – New representative, Rob Fowler, will attend November CMEI meeting.

MINUTES FROM LAST MEETING

Corrections & Additions

MOTION 1: Ken Anthony / Fred Steeves - That the minutes be accepted with amendments.

MOTION 1: CARRIED

BUSINESS ARISING FROM THE MINUTES

1 Roberta Lee reported on the response from the homeowners for their permission statements allowing CMEI to collect their domestic well data from Gemtec. The follow-up letter with a new introductory paragraph is due to be delivered to Gemtec on October 5 for distribution to the outstanding respondents.

ACTION: Roberta Lee to e-mail a copy of the follow-up letter to Marlene Abbott for the file and to distribute to directors.

CORRESPONDENCE

1 Tom Simpson reported letters were received from: the Nature Trust - a thank you letter with a copy of the invoice for the Blueberry Hill project and notification that an invitation to the 25th Anniversary celebration will be forthcoming; the Greater Saint John Community Foundation - a list of upcoming events and an invitation to the retirement celebration for Jane Barry; Canada Revenue Agency regarding the HST Rebate objection per Teed Saunders Doyle. During the period of November 1, 2009 – October 31, 2010 they acknowledge the receipt of the Objection and it will be reviewed. For the period of November 1, 2006 – October 31, 2007 and November 1, 2008 – October 31, 2009 the Objection was not filed within 90 days of receipt of the notification however an allowable extension was filed by Teed Saunders Doyle. CRA advises the appeal will take 6 - 9 months to complete; the Annual Return for Corporations was received and Mr. Simpson will file it electronically again this year; the Professional Services Agreement with a scope of services from **exp** was received and submitted to file; invoices from Roberta Lee for associated expenses of

sending out the follow-up letter to Gemtec; Teed Saunders Doyle for submitting the Objection for the HST Rebate, City & District annual registration fee for the CMEI website; and meal expense to be paid to Kathy Lawrence. Roberta Lee reported an invoice had been received from Gemtec for mailing services. It was agreed the invoice should be reviewed with Marc MacLeod before submitting it for payment.

MOTION 2: Peter Kierstead / Ken Anthony – That the above invoices be paid by Treasurer.

MOTION 2: CARRIED

CHAIR'S REPORT

Tom Simpson reported his activities were related to Special Projects. (see Special Projects)

TREASURER'S REPORT

Treasurer, Jim Stubbs, submitted a written report for the October 2011 meeting. (copy on file) Mr. Stubbs read the report into the minutes. Opening balance \$51,539.63; total income: \$4.96 (interest); total expenses of \$473.56. Total closing balance, \$51,071.03.

MOTION 3: Fred Steeves / Paul Crilley – To accept Treasurer's Report as presented.

MOTION 3: CARRIED

COMMITTEE REPORTS

Education

Kathy Lawrence reported all invoices for the projects have been received. River Valley Middle School completed the curb portion of their project, however, they were unable to raise enough funds to complete the whole project and would likely apply for further funding next year. Tom Simpson reported the \$600.00 environmental grant applications for Inglewood School and Grand Bay Primary had not really met the criteria for environmental grants again this year, however at the time they were reviewed, the Special Projects committee allowed the applications because they were denied last year. The application from Grand Bay Primary was to put the \$600.00 towards the payment for a document camera for one of the classrooms; and Inglewood applied for three sets of solar powered calculators and web cams to interact with classes in other schools. They were unable to find the solar powered calculator sets and recently requested instead the balance of the grant be used for an iPad2. Discussion ensued on the viability of the iPad 2 as an environmental project.

MOTION 4: Jim Stubbs / Fred Steeves – To disallow the iPad 2 as part of the environmental grant to Inglewood School.

MOTION 4: CARRIED

Ms. Lawrence also mentioned the NBCC grant ceremony was coming up and asked if any other member of the Board would like to attend on behalf of CMEI. Discussion ensued on recognizing the expense of the scholarships in the 2011 fiscal year.

MOTION 5: Roger McKenzie / Kathy Lawrence – That the Treasurer write a cheque for \$2,000.00 to the Minister of Finance for the NBCC-SJ scholarship grant.

MOTION 5: CARRIED

Monitoring

Roberta Lee reported that Monitoring Committee met on September 15 and composed a letter to the Minister of the Environment as a follow-up to the May 2010 and June 2011 meetings with Department of the Environment staff. The letter requested the support of the DOE to include the recommendations from the ADI 2005 and 2009 reports in the next Approval to Operate for Crane Mountain landfill, and requested acknowledgement of receipt of the letter and the DOE response. An attachment to the letter included the CMEI Response to the FRSWC "CMEI Action Plan 2009". (letter and attachment on file) Discussion ensued and it was decided to wait until the November CMEI meeting for a response from the DOE before further follow-up.

Mrs. Lee also reported on the September meeting of the FRSWC. In the kits for the new commissioners, there was a copy of the CMEI 2010 Annual Report and the CMEI Response to the FRSWC "CMEI Action Plan 2009", and the FRSWC agreed the liaison person from the commission would attend the first part only of the CMEI monthly meetings. Chris Titus is now Chair of the FRSWC and Rob Fowler will be the liaison representative. Tom Simpson and Fred Steeves will attend the October 5 meeting of the FRSWC. Mr. Simpson will be in contact with Marc MacLeod to request an update on the evaluations and timeline of the CMEI Action Plan 2009, and an update on the underdrains (24 hour continuous monitoring).

Mrs. Lee was also in contact with John Sims (**exp**). He reported that obtaining data on the wells in the whole area (i.e. the depth, how much casing, what kind of seal is at the bottom of the casing, etc.) will be useful for the CMEI project. All new wells have this information recorded by the well-driller, who sends it to the government. He suggested hiring a student to collect the data. Discussion ensued about how and when CMEI could do that.

Special Projects

Tom Simpson reported October 1st was the deadline for A-List applications and October 4, Mr. Simpson delivered the last of the applications and invoices to David Safford at the landfill. Not all of the money was used and the remainder will be applied to B-List applicants: 1) Martinon Community Centre bus shelter repairs - \$1,151.50 + HST; 2) Grand Bay-Westfield fire fighters stove and fridge for their meeting room - \$1,496.00; and 3) the balance to the FRSWC toward the cost of defibrillators.

NEW BUSINESS

See Monitoring Committee Report

MOTION 6: Peter Kierstead / Fred Steeves - Moved the meeting be adjourned at 7:25 p.m.

MOTION 6: CARRIED

The next regular meeting is scheduled for 5:30 p.m. November 1, 2011 at the KBM.

Respectfully submitted,
Marlene Abbott, Recording Secretary