



DRAFT MINUTES



CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)
Board of Directors Meeting
3 January 2012

The 4 January 2012 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 6:00 p.m. by Chair, Tom Simpson.

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

PRESENTATION OF THE AGENDA - Modifications & Additions

MOTION 1: Roberta Lee / Jim Stubbs - That the agenda be accepted with addition of disposal of cruise ship waste.

MOTION 1: CARRIED

FUNDY SOLID WASTE COMMISSION (FRSWC) – Rob Fowler

Mr. Fowler was unable to make the meeting and sent an e-mail response to three of the questions from the December meeting:

Re: number of complaints of blue bins being full: Full bins are the result of increases in recycling participation since the new system was adopted. Recycling is projected to be over 7,000 metric tons versus the 4,500 metric tons pre-adoption. A fourth vehicle has been ordered, to be delivered at the end of January. One of the older vehicles will be used as a spare to insure runs are not missed. No extra staff will be necessary.

Re: posting of information recorded by underdrain monitoring probes: The information on the underdrain will initially be available to the operator only and will be made available to the public once there is reliability with the system. FRSWC has not been able to get reliability due to the levels of natural iron and manganese in the water being tested.

Re: revenue from in-house generated electricity: \$220,000 for revenue and \$150,000 in savings for a total of \$370,000.00.

MINUTES FROM LAST MEETING

Corrections & Additions

MOTION 2: Roberta Lee / Paul Crilley - That the minutes be accepted as presented.

MOTION 2: CARRIED

BUSINESS ARISING FROM THE MINUTES

- 1 *Update on exp project:* Tom Simpson reported that since the last meeting an invoice for partial payment from **exp** had been received and paid as it was due prior to this meeting. One permission statement was received and forwarded to Gemtec, and the data was received and forwarded to **exp**.
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- 2 *Report on FRSWC December meeting:* Roberta Lee reported that Marc MacLeod made a presentation to the commissioners addressing the following Action Plan items: Trigger Concentrations; Standard Statistical Data Interpretation; Selection of Domestic Wells and Leachate Level Reporting. His recommendations were communicated verbally from a Power Point slide and were reported to the CMEI board from memory. Tom Simpson has requested a copy of Mr. MacLeod's presentation. Discussion of actions and priorities ensued and concerns will be further discussed by the Monitoring Committee and brought forward to the January meeting of FRSWC.

MOTION 3: Sandy Coffin / Peter Kierstead - That a letter be written and presented to the FRSWC at the January meeting.

MOTION 3: CARRIED

ACTION: Monitoring Committee to send a draft to the CMEI Executive for approval prior to presenting to FRSWC.

- 3 *Report on 2012-2015 Approval to Operate – responses:* Tom Simpson and Roberta Lee reported on the communications between the CMEI and Mr. Jeff Porter, N.B. Department of Environment (DOE) sent December 8, 2011 with a request for CMEI to review the draft Approval to Operate prior to issue. Mr. Porter forwarded an electronic copy of the draft for review and comments. A written response from CMEI (December 16, 2011) was sent requesting revisions, and a final letter from Mr. Porter was received December 30, 2011 with clarifications. The letters were read out to the Board and copies are on file.

ACTION: Tom Simpson to request a copy of the final Approval to Operate for CMEI file and convert to PDF for website.

- 4 *Disposal of cruise ship waste:* As a follow-up to Jim Stubb's concerns regarding cruise ship waste disposal as reported in the River Valley News (RVN), Roberta Lee e-mailed Jeff Porter for clarification on item 33 of the Approval to Operate regarding "waste from outside of New Brunswick is not accepted unless approved by the Minister following an EIA." The response is that FRSWC included the acceptance of shipping waste in the initial EIA. Discussion ensued.

ACTION: Tom Simpson and Roberta Lee to request clarification from Marc MacLeod on context of the article in RVN.

CORRESPONDENCE

Tom Simpson reported he had received an invoice from exp for \$1,359.50 (due prior to this meeting) which was paid by the treasurer. A letter from UNB was received, reporting that there was only one applicant (Sean R. Conley) for the CMEI scholarships in the 2011-2012 academic year. Discussion ensued on how to effectively advertise the scholarships. It was suggested that high school guidance councilors be provided with information about the scholarships. It was also suggested that we could award three scholarships in the 2012-2013 academic year.

MOTION 4: Sandy Coffin / Fred Steeves - That three (3) \$1,000.00 CMEI scholarships be available to UNB students in 2012-2013.

MOTION 4: CARRIED

ACTION: Kathy Lawrence to contact high school guidance councilors and send scholarship letters.

An official letter acknowledging the donation of the two (2) \$1,000 CMEI scholarships, accompanied by a photograph of the recipients, was received from NBCC. The recipients are: Natalie Ross, Chemical Technology and Andrew Whelton, Chemical Engineering Technology.

MOTION 5: Paul Crilley / Jim Stubbs – That once the receipt for the meal (Chinese take-out) is submitted, Kathy Lawrence be reimbursed by Treasurer.

MOTION 5: CARRIED

CHAIR'S REPORT

Tom Simpson reported his activities were related to the permission statements for the domestic well project with Roberta Lee, and responding to the draft 2012-2015 Approval to Operate.

TREASURER'S REPORT

Treasurer, Jim Stubbs, submitted a written report for the January 2012 meeting. (copy on file) Opening balance \$43,426.48; total income: \$4.80 (interest); total expenses of \$3,405.09. Total closing balance, \$40,026.19.

MOTION 6: Peter Kierstead / Sandy Coffin – To accept Treasurer's Report as submitted.

MOTION 6: CARRIED

COMMITTEE REPORTS

Education

Kathy Lawrence sent regrets, no report.

Monitoring

See Business Arising.

Special Projects

Tom Simpson reported all of the A-List projects were completed \$79,734.65 leaving \$3,638.35 for B-List which covered the Martinon Community Centre bus shelter repair and the FRSWC defibrillator projects. A copy of the 2011 CMEI Projects financial report was placed on file. The advertisements for the 2012 CMEI Host Community Grants have been in the December and January issues of the RVN. No applications have been received to date.

NEW BUSINESS

1 *Issues to take to January FRSWC meeting:* discussed during Business Arising.

MOTION 7: Fred Steeves / Jim Stubbs - Moved the meeting be adjourned at 7:30 p.m.

MOTION 7: CARRIED

The next regular meeting is scheduled for 5:30 p.m. February 7, 2012 at the KBM.

Respectfully submitted,
Marlene Abbott, Recording Secretary