



MINUTES



CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)
Board of Directors Meeting
2 February 2010

The 2nd February 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 6:00 p.m. by Chair Tom Simpson.

In attendance: Dave Calvin, Sandy Coffin, Paul Crilley, Peter Kierstead, Roberta Lee, Elmer Mersereau, Tom Simpson, Jim Stubbs

Regrets: Mike Bonga, David Bowen, Roger McKenzie, Steven Stackhouse

FRSWC - Richard McLean

FRSWC

Richard McLean reported that since our last meeting, the FRSWC General Manager, Marc McLeod, went to Europe to check out the new generator; no new information on how the addition of the second scale is affecting the line-ups on Saturday mornings – one of the scales has frozen up in the recent cold weather; the Home Show is coming up in March. Mr. McLean was unable to discuss the problem of recording hotline complaints with Marc, but had discussed it with Sharon. Mr. McLean suggested calling in complaints after hours so they can be recorded by the hotline computer since that number is answered by Sharon during business hours.

Minutes from last meeting:

MOTION 1: Dave Calvin / Elmer Mersereau - That the minutes be adopted as presented.

MOTION 1: CARRIED

BUSINESS ARISING FROM THE MINUTES

- 1 Tom Simpson and Roberta Lee reported on the meetings held between the Executive of CMEI and Sid Lodhi, consultant; and with Doug Craig, hydro geologist. Mr. Craig will come up with a proposal to prepare guidelines for an ideal monitoring system by looking at the monitoring wells at the site, domestic wells, and all of the inputs, analysis, and calculations that should be done, and the outputs – charts, graphs, reports or queries, etc. The report would tailor the specifications to a monitoring system needed to protect our groundwater. Once the report is complete the guidelines can be compared to what Gemtec has implemented at the Landfill and see what might still be needed. This step, as suggested by Mr. Lodhi, addresses *Priority One – Groundwater Resource Protection* as identified in the ADI 2009 Update – Independent External Review of Crane Mountain Landfill (p. 36).
 - 2 Tom Simpson reported that he and Sandy Coffin revised the Terms of Reference for Scholarships. No changes were needed for NBCC and the revision for UNB reads as follows: *The Fundy Environmental Scholarship is awarded to two students on the Saint John campus*
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who reside in the South Bay through Grand Bay-Westfield area, and who are graduates of a high school in the Saint John region. Students must be enrolled in a Science or Engineering undergraduate degree program, with preference given to candidates who have a demonstrated interest in the area of Environmental studies. In addition, preference will also be given to those candidates who are not currently the recipients of any other major scholarships. The recipient may retain this scholarship for a maximum of two years while enrolled in a UNB articulated degree program and attending the partnering institution. The award is valued at \$1,000.

MOTION 2: Jim Stubbs / Roberta Lee - That the wording of the Terms of Reference with correction be accepted.

MOTION 2: CARRIED

ACTION: Tom Simpson to write a letter to UNBSJ with revised Terms of Reference for Fundy Environmental Scholarship.

- 3 Tom Simpson reported on the General Meeting of January 19, 2010. Two issues brought up by the residents who attended the meeting were the odor and seagull problems. Reports from Marc McLeod were received and are on file. Mr. Simpson reiterated part of the odor issue occurs during the drilling and capping of the cells and more needs to be done to address this issue as it is not only a nuisance, but also a health issue and can lower property values. Is there technology available to capture the gas during the drilling and capping of the cells? Another request is to have public notification when the drilling is scheduled so homeowners will be aware and can take measures not to be exposed to odor. Elmer Mersereau and Jim Stubbs submitted odor reports to Mr. McLean. Mr. McLean mentioned at the last meeting that only three complaints had been recorded by the computer. General consensus is there is a problem with the reporting system. A possible solution would be to add an option to the hotline to direct the complaint to an automated system through a menu so the complaint will be formally recorded and then counted and sent onto the Department of the Environment.

ACTION: Richard McLean to bring forward complaint registration problem to FRSWC and a possible solution through an automated system to formally register a complaint. Approval to Operate, Item 113, does say that complaints from the public will be recorded and reported to the Department of the Environment in a specified time period.

The seagull problem brought up at the General Meeting is ongoing and needs to be addressed.

MOTION 3: Sandy Coffin / Jim Stubbs - That the Executive respond to and thank Marc McLeod for his written report and suggest continued action in this area including ways to improve and notification system.

MOTION 3: CARRIED

ACTION: Tom Simpson to write a letter to Marc McLeod and discuss it with the Executive before sending it.

- 4 Tom Simpson circulated the latest version of the artwork for the Special Projects sign for information purposes. The Motion to purchase was carried at the January 5, 2010 meeting.
- 5 Roberta Lee introduced the possibility of moving stored files from the Landfill office space to the KBM as a matter of convenience. Mrs. Lee has been in contact with Brenda Graham of the KBM and Ms. Graham will speak to the KBM Board regarding the possibility of issuing a key to the Chair of the CMEI for ease of access once the files would be moved.

MOTION 4: Roberta Lee / Jim Stubbs - That the Executive request in writing to the KBM Board that the CMEI be given a room in the KBM in which to keep CMEI filing cabinets, to have a key for access provided to the Chair.

Amendment: CMEI is prepared to pay the KBM for that service at a negotiated rate.

MOTION 4: CARRIED

ACTION: Roberta Lee to write letter to KBM Board

- 6 Tom Simpson followed up on the decision to pay the Martinon Clubhouse the difference between what was expected to be available and the real amount available for their project. Amount paid, \$550.63.
- 7 Tom Simpson introduced an item brought forward from December regarding funding a second set of aerial photos. Discussion of the necessity of the second set of aerial photos ensued and it was general consensus that these photos are helpful to the Monitoring Committee. Peter Kierstead went on record in support of the second set of aerial photos as it records the beginning and end of the construction season. Richard McLean mentioned to his recollection that budget issues had been brought up at recent meetings, but he did not remember discussion on the specific issue of discontinuing the FRSWC contribution toward the cost of a second set of photos in the minutes.

ACTION: Richard McLean to speak with Marc McLeod to clarify if FRSWC will not be funding the second set of aerial photos.

- 8 Richard McLean introduced the long-range strategic plan for the Martinon Clubhouse through the City of Saint John Leisure Services. Elmer Mersereau reported on the phased project ending 2014: sewage/septic; finishing downstairs renovations; landscaping (funding application to Evergreen Fund); and the playground. Along with the timeline for completing the phases of the project, Leisure Services also offered leads for funding. Mr. Mersereau commended Carol Ann Boudreau for her efforts in fundraising for the project.

CORRESPONDENCE

Tom Simpson reported he received an invoice from the River Valley News for the last ad (\$162.72); expenses from Jim Stubbs for the General Meeting of January 19, 2010 (\$127.68); FRSWC for CMEI portion of the aerial photos (\$511.33); B-Hive Lunch Counter (\$143.78). There was some discussion over the total of the FRSWC invoice as it did not tally out to one-half of the fee per our agreement to pay.

MOTION 5: Tom Simpson / Elmer Mersereau - That the interim treasurer be authorized to pay the following bills: The River Valley News advertising bill for the Special Projects ad in February; the February 2nd meeting lunch from the Beehive Lunch Counter; Jim Stubbs expenses for the Special Information Meeting; and the CMEI portion of the last set of aerial photos that were done in November, (the actual amount to be confirmed).

MOTION 5: CARRIED

Other correspondence received: Reports from Marc McLeod regarding odor and seagulls (vectors); and January 2010 bank statements.

CHAIR'S REPORT

Tom Simpson reiterated the activities around the General Meeting of January 19th and the meetings with Sid Lodhi and Doug Craig. (see ***Business Arising from the Minutes***) Mr. Simpson and Jim Stubbs attended the launch of Plan SJ as general interest in the community, not specifically for CMEI.

TREASURER'S REPORT

Interim Treasurer, Jim Stubbs, reported that the books are at Teed Saunders and Doyle for their review of CMEI accounts. As soon as Mr. Stubbs receives them back, he will be submitting an application to the Landfill for this year's operating budget.

COMMITTEE REPORTS

Education

Sandy Coffin reported that he had been in contact with each of the area schools, Morna Heights, Inglewood, Westfield, and River Valley Middle School. Regarding the Grade 4 trips to the Landfill - Morna Heights has gone, Inglewood is scheduled to go on February 24, and Westfield is planning for February as well. Mr. Coffin contacted each of them regarding the ad for the CMEI Benefits in the River Valley News and made sure they understood there were two applications, one for the \$600.00 (needs to be environmentally relevant), the other for Special Projects, that the deadline is February 28, and where to pick up the applications.

Monitoring

Refer to **Business Arising from the Minutes #1**. Roberta Lee reported the Monitoring Committee will continue to follow-up on the ADI report, with the Craig proposal, contact with the Department of Environment to set up a meeting, and continue to meet with Marc McLeod, GM of the Landfill.

Special Projects

Tom Simpson reported the Applications for Benefits have been advertised, three applications have been received to date: two from Westfield School and one from Junior Achievement New Brunswick. A discussion ensued regarding school projects. Roberta Lee suggested there be a pilot project for schools regarding collecting hazardous waste batteries or old computers from the schools and taking them to the Landfill. Richard McLean suggested the FRSWC would consider taking the old computers for free if they were from the schools (otherwise there is usually a fee to dispose of them). Mr. McLean also asked if the special projects money could go to purchasing special cans for recycling for the schools if the schools would want to participate in a recycling program? All agreed yes, however, there was concern as to whether custodians would be on board with the workload associated with the program, and how the recyclables would be delivered to the Landfill. Mr. McLean suggested Brenda McCallum could get the information out to the schools.
ACTION: Roberta Lee to research these types of pilot projects.

NEW BUSINESS

1 Hotline complaints, reporting issues - refer to **Business Arising from the Minutes #3**.

- 2 Roberta Lee brought up the issue of the interim general meeting, and suggested instead of the expense of a full meeting that an article be submitted to the River Valley News discussing CMEI activities and directing people to the website for ongoing information and contacting the CMEI through info@cmei.ca if they have concerns they would like the organization to address. David Calvin suggested ongoing small ads in the River Valley News.

ACTION: Roberta Lee to arrange an article for March 19 deadline for April publication of River Valley News.

- 3 Committee members to attend FRSWC February 11, 2010 open meeting: Tom Simpson and Jim Stubbs to attend.

ACTION: Tom Simpson and Jim Stubbs to attend the next FRSWC open meeting.

- 4 Annual General Meeting - CMEI is obligated to have its AGM six months after the fiscal year end. Tom Simpson announced April 27, 7:00 pm, at the KBM for the AGM. Nominating Committee also needs to be set up two months in advance of AGM. Up for re-election are: David Bowen, Roger McKenzie, Tom Simpson, Elmer Mersereau, Steven Stackhouse, and Jim Stubbs. The Nominating Committee will be David Calvin, Peter Kierstead, and Roberta Lee.

ACTION: Tom Simpson to confirm/book the KBM for Tuesday, April 27, 2010 for AGM.

- 5 Tom Simpson has a meeting with Lori Boakes to look at updating the format of the website and making it easier to upload information. Ms. Boakes uses a program called Net Objects that enables dragging and dropping instead of having to cut and paste through an html editor. She will meet with Mr. Simpson to give him demonstration of the program, it costs about \$200.00 and if it is feasible, Mr. Simpson may request to purchase it. Regarding the outstanding invoice from Ms. Boakes, Mr. Simpson explained there would have to be more work completed before CMEI would remit payment.

MOTION 6: Elmer Mersereau / David Calvin – Moved the meeting be adjourned at 8:27 p.m.

MOTION 6: CARRIED

The next regular meeting is scheduled for 5:30 p.m. March 9, 2010 at the KBM.

Respectfully submitted,
Marlene Abbott
Recording Secretary