



MINUTES



CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)
Board of Directors Meeting
13 March 2012

The 13 March 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 6:05 p.m. by Chair, Tom Simpson.

In attendance: Sandy Coffin, Paul Crilley, Peter Kierstead, Kathy Lawrence, Roberta Lee, Fred Steeves, Jim Stubbs

Regrets: Mike Bonga, David Bowen, Roger McKenzie, Ken Anthony

FUNDY SOLID WASTE COMMISSION (FRSWC) - Rob Fowler

Rob Fowler relayed a brief report from Marc MacLeod that all is well, and nothing has changed since the last meeting. FRSWC will be meeting ad hoc with representatives from CMEI on March 22 for an open discussion on environmental issues. The new administrative system will be coming in January 2013, and there may be a lot of changes in the structure between now and then. FRSWC will be at the home show at Harbour Station on the weekend.

MINUTES FROM LAST MEETING - Corrections & Additions

MOTION 1: Roberta Lee / Sandy Coffin - That the minutes be accepted as presented.

MOTION 1: CARRIED

BUSINESS ARISING FROM THE MINUTES

- 1 *Update on exp project:* Roberta Lee was unable to get a written report from **exp** prior to this meeting. John Sims reported by telephone that the data plots and copy of GIS map, summary of the data, and a project milestone have been completed. Mr. Sims will confer with Fred Bechler to confirm what the next steps for the project will be for CMEI. A written report about what has been completed will be forthcoming.
- 2 *Report from Local Governance Stakeholders Meeting:* Tom Simpson reported on meeting in Musquash on February 29 with Minister Bruce Fitch. There was a presentation by the Minister as to who would be on the committees and what the responsibilities will be, but how they will be carried out remains to be seen; there were questions and comments from the region's mayors, and break out sessions to discuss issues.
- 3 *UNB Scholarship procedure:* Tom Simpson reported he had spoken to Peter Coates at UNB who pointed out difficulties with the CMEI Fundy Environmental Scholarship application. Mr. Simpson will meet with Mr. Coates to propose the following new Terms of Reference for the application:

“The Fundy Environmental Scholarship is awarded to two students on the Saint John campus who reside in the South Bay thru Grand Bay-Westfield area, who are graduates of a high school in the

Saint John region, and who are not currently the recipients of any major scholarships. Students must be enrolled in an undergraduate degree program and demonstrate an interest in the environment. 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: Sandy Coffin / Roberta Lee - That CMEI Board of Directors accept the change in Terms of Reference for the UNB Scholarship.

MOTION 2: CARRIED

CORRESPONDENCE

Tom Simpson reported he had received a summary report regarding trigger concentrations that was submitted by FRSWC to the Department of Environment. As a reporting requirement under the new Approval to Operate, a summary report addressing what has been done on the Action Plan by FRSWC will be due March 1 of each year of the Approval to Operate. (copy of 2011 Report is on file) Outgoing correspondence included: letters to Guidance Counselors, local high schools (English and French – copies on file) to introduce the CMEI Fundy Environmental Scholarships for NBCC and UNB; a revised letter to Principals and Teachers to outline the \$600 environmental grants (copy on file); letter to the FRSWC Nominating Committee to be read at the CMEI Annual General Meeting in April (copy on file).

CHAIR’S REPORT

Tom Simpson reported his activities were related to the Local Governance Stakeholders meeting in Musquash, preparations for the meeting with FRSWC on March 22, and work on Special Projects.

TREASURER’S REPORT

Treasurer, Jim Stubbs, reported the audit by Teed Saunders Doyle was complete and they filed for the HST rebate on behalf of CMEI. Mr. Stubbs received correspondence from Canada Revenue Agency (CRA) rejecting CMEI’s application for rebate, and notice that CMEI owes an outstanding balance on the HST account. The appeal from last year has not been heard, and it was agreed that no remittance would be submitted until it was finalized. Mr. Stubbs submitted a written Treasurer’s report for the March 2012 meeting. (copy on file) Opening balance \$39,699.18; total income: \$4.97 (interest); total expenses of \$2,316.50. Total closing balance, \$36,469.50.

MOTION 3: Fred Steeves / Kathy Lawrence – To accept Treasurer’s Report as submitted.

MOTION 3: CARRIED

COMMITTEE REPORTS

Education

Kathy Lawrence reported she dropped off the letters to the guidance counselors at the local high schools. The response was students didn’t appear to be interested in applying for scholarships and grants. Ms. Lawrence suggested advertising in the Wes Tides and the River Valley News in the fall to remind students the scholarships are there and to apply for them.

ACTION: Kathy Lawrence to pick up business cards of guidance counselors at local high schools to establish e-mail contact.

Monitoring

Roberta Lee reported the monitoring committee has been preparing for the March 22 special meeting with the FRSWC to discuss environmental concerns and Mrs. Lee will report on it at the next meeting.

Special Projects

See New Business item #2.

NEW BUSINESS

1 *Planning for the AGM, April 24, 2012:* Tom Simpson requested names for a Nominating Committee: Roberta Lee, Peter Kierstead, and Fred Steeves. Current Board Members up for re-election are: Jim Stubbs, Tom Simpson, David Bowen, Roger McKenzie, Ken Anthony, and Sandy Coffin. Mr. Stubbs, Mr. Simpson, and Mr. Coffin, present at this meeting agreed to let their names stand for re-election.

ACTION: The Nominating Committee to be in contact with Mr. Bowen, Mr. McKenzie, and Mr. Anthony to determine if they are willing to offer for re-election.

ACTION: Tom Simpson to submit a notice ad to River Valley News to advertise the AGM.

ACTION: Kathy Lawrence to send a letter to Tim Hortons requesting free coffee (and Timbits) for the AGM.

ACTION: Recording Secretary to contact KBM to change May meeting to May 8, 2012.

2 *Recommendations for Special Projects:* Tom Simpson on behalf of the Special Projects Committee submitted 25 applications for Benefits funding. Benefit funding for 2012 projects - \$84,500.00. Full discussion on each application ensued resulting 21 recommendations moving forward to the FRSWC in prioritized A-List recommendations and B-List recommendations.

MOTION 4: Kathy Lawrence / Roberta Lee – That Board of Directors accept the Special Projects recommendations per the submitted spreadsheet by the Special Projects Committee.

MOTION 4: CARRIED

MOTION 5: Peter Kierstead / Kathy Lawrence - Moved the meeting be adjourned at 9:10 p.m.

MOTION 5: CARRIED

The next regular meeting is scheduled for 5:30 p.m. April 3, 2012 at the KBM.

Respectfully submitted,
Marlene Abbott, Recording Secretary