



MINUTES



CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)
Board of Directors Meeting
8 January 2013

The 8 January 2013 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, Kathy Lawrence, Roberta Lee, Ed Ross, Tom Simpson, Jim Stubbs

Regrets: Ken Anthony, Mike Bonga, Roger McKenzie, Fred Steeves

PRESENTATION OF THE AGENDA - Modifications & Additions – one item was added to the agenda regarding underdrain monitoring – Business Arising

MOTION 1: Paul Crilley / Ed Ross - That the agenda be accepted as amended.

MOTION 1: CARRIED

FUNDY SOLID WASTE COMMISSION (FRSWC)

- Tom Simpson reported that the new public drop-off facility was opened on the 18th of December, with six members of the CMEI Board in attendance.
- GM, Marc MacLeod informed Tom Simpson that the new regional service commission will consist of the municipal mayors and chairs from local service districts for a board of 10. Dedicated meetings for solid waste will not be monthly, and meeting times and locations have not been established. However, CMEI will have access to the commission at the open session of those meetings. The first meeting will be sometime in early February.
- Mr. MacLeod will have a 2012 CMEI Action Items report prepared for the Department of Environment with a copy to CMEI by March 1, 2013. The report will reflect what was discussed in the open meeting of the FRSWC on December 20, 2012. An agreement for the first phase of the groundwater study by UNB has been reached and a purchase order generated. It is hoped that CMEI reps may be able to meet with the UNB student at some point during the study.
- A draft of the updated Environmental Management Plan should be available in the next year, and it was suggested that CMEI request in writing to review the draft EMP prior to approval.
- It is the understanding of CMEI that if domestic wells are impacted by the landfill the cost of remediation would be covered by insurance held by the landfill. It was suggested that CMEI review the insurance model.

MOTION 2: Sandy Coffin / Roberta Lee - That CMEI request information on terms and extent of insurance policies covering remediation in the event of ground water contamination.

MOTION 2: CARRIED

MOTION 3: Roberta Lee / Paul Crilley - That CMEI request that representatives from CMEI review the final draft of the Environmental Management Plan.

MOTION 3: CARRIED

- The final Action Item was the review of the mitigative measures for total suspended solids exceedances discharged from the landfill. Mr. MacLeod stated the small settling pond was cleaned and preventative measures are taken when a storm is forecasted. Since this procedure has been followed, there have been no exceedances.

MINUTES FROM LAST MEETING - Corrections & Additions

MOTION 4: Peter Kierstead / Kathy Lawrence - That the minutes be accepted as presented.

MOTION 4: CARRIED

BUSINESS ARISING FROM THE MINUTES

- 1 *Update exp project:* Roberta Lee reported there was nothing new since the last meeting. Tom Simpson noted that CMEI will be sending a copy of the agreement between the landfill and UNB for the first phase of the groundwater flow study and the numerical model for their review.
- 2 *Update on UNB Groundwater Flow project (agreement and progress):* See FRSWC Report.
- 3 *Report from December 20th FRSWC meeting:* Tom Simpson reported the Action Items were reviewed, and Roberta Lee added that the issues of illegal dumping and extended hours on Saturdays were raised and the response from FRSWC was to leave the issues with Marc MacLeod as the Commission was finished at the end of December 2012. Mr. MacLeod indicated that he would be willing to meet and discuss the issues further.
- 4 *Response to waste diversion plan:* Tom Simpson and Roberta Lee presented a copy of the written *Response to the FRSWC Draft 5-Year Waste Reduction and Diversion Plan – 2012* (on file). Discussion ensued.

MOTION 5: Jim Stubbs / Ed Ross - That CMEI send their *Response to the FRSWC Draft 5-Year Waste Reduction and Diversion Plan – 2012* to the NB Department of the Environment.

MOTION 5: CARRIED

ACTION: Tom Simpson to draft a cover letter to Jeffery Porter and Mark Boldon at Department of the Environment.

- 5 *Underdrain monitoring:* Peter Kierstead reported that he contacted April Barnett at Gemtec who told him it is made by Hach Company, a product that Mr. Kierstead used when he worked for the City of Saint John. Mr. Kierstead researched the Hydrolab DS 5X on the website and was unable to find much information. He will continue to do more research into the probes and samplers. Mr. Kierstead noted that there was an extensive glossary at the bottom of the Hach website for anyone interested in learning more about the terminology.

ACTION: Tom Simpson to contact Marc MacLeod to arrange a time to review the underdrain set-up with Mr. Kierstead.

CORRESPONDENCE

Tom Simpson reported he received a thank you letter from Mrs. Laura Kenniston, one of the UNB scholarship recipients; a Christmas card/thank you from UNB for supporting the scholarship program; Mr. Simpson asked for a motion to reimburse Kathy Lawrence for the meal.

MOTION 6: Paul Crilley / Sandy Coffin - That treasurer be authorized to pay for meal.

MOTION 6: CARRIED

CHAIR'S REPORT

Tom Simpson reported that he attended the opening of the new drop-off facility at the landfill; prepared *Response to the FRSWC Draft 5-Year Waste Reduction and Diversion Plan – 2012* along with Roberta Lee; attended the December 20th meeting at FRSWC; and finalized some of last year's Special Projects work.

TREASURER'S REPORT

Treasurer, Jim Stubbs, submitted a written Treasurer's report for the January 2013 meeting. (copy on file) Opening balance \$41,742.20; total income: \$5.02 - interest; total expenses of \$457.98. Total closing balance, \$41,289.24. Mr. Stubbs reported the books are still at the auditors.

**MOTION 7: Kathy Lawrence / Peter Kierstead – To accept Treasurer's Report as submitted.
MOTION 7: CARRIED**

COMMITTEE REPORTS

Education

Kathy Lawrence reported that while she attended the opening of the drop-off facility at the landfill, she was speaking with Brenda McCallum who informed Ms. Lawrence because of the new mandate there will no longer be education committee meetings. Ms. Lawrence will be in contact with Ms. McCallum to learn more about how the education/environment issues will be addressed in the new regional structure and CMEI's future participation.

Monitoring

See Business Arising. Mrs. Lee recommended that the most recent well monitoring data be sent from Gemtec to **exp**.

ACTION: Tom Simpson to follow-up with April Barnett, Gemtec.

Special Projects

Tom Simpson reported that he had been in contact with David Safford at the landfill who confirmed that all line items on the Special Projects spreadsheet agree with his. Therefore, \$3,546.00 was left over for the B-List projects (HST inc.) \$3361.00 for the roof repair at the Martinon Clubhouse and \$185.00 returned to CMEI to cover part of scholarship for UNB.

ACTION: Tom Simpson to e-mail pdf of detailed Special Projects spreadsheet to board members.

NEW BUSINESS

- 1 *Discuss new Regional Service Commission – structure; CMEI access to RSC and meeting schedule:* See FRSWC Report.

MOTION 8: Kathy Lawrence / Paul Crilley motioned the meeting be adjourned at 7:37 pm

The next regular meeting is scheduled for 5:30 p.m. February 5, 2013 at the KBM.

Respectfully submitted,
Marlene Abbott, Recording Secretary