



MINUTES



CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)
Board of Directors Meeting
7 March 2013

The 7 March 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 5:50 p.m. by Chair, Tom Simpson.

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

Regrets: Ken Anthony, Mike Bonga, Roberta Lee, Roger McKenzie, Ed Ross

FUNDY SOLID WASTE COMMISSION (FRSWC)

Tom Simpson reported that he, Jim Stubbs, and Roberta Lee attended the first meeting of the new Regional Services Commission (RSC). CMEI was not scheduled on the agenda, representatives were there to listen. Marc MacLeod presented his report on activities at the landfill and reviewed the budget. The relationship between CMEI and the Fundy Regional Service Commission is still unclear.

MINUTES FROM LAST MEETING - Corrections & Additions

MOTION 1: Kathy Lawrence / Jim Stubbs - That the minutes be accepted as presented.

MOTION 1: CARRIED

BUSINESS ARISING FROM THE MINUTES

1 Update on Action Items from January meeting:

- Item 1: Tom Simpson to sign the **exp** contract on behalf of the Board: that was done and sent out the following day. John Sims acknowledged receipt and no progress report has been received.
- Item 2: Tom Simpson to send copy of letters to recording secretary for file: completed. Mr. Simpson reported he was in receipt of a letter of acknowledgement from DOE.
- Item 3: Mr. Simpson wrote two letters to Marc MacLeod regarding a review of insurance and the Environmental Management Plan, Mr. MacLeod verbally agreed the information on both could be made available.

ACTION: Tom Simpson to request the information again from Marc MacLeod.

- Item 4: The CMEI Recording Secretary book the KBM for the first Tuesday of each month except July and August for monthly CMEI meetings. Confirmed February 18.
 - Item 5: That Jim Stubbs, Sandy Coffin, and Tom Simpson will make up the Nominating Committee for the 2013 AGM: all members were contacted and present members of the Board have agreed to let their names stand for re-election.
 - Item 6: That Jim Stubbs be authorized to pay the auditor invoice: Amount was the same as last year. Mr. Stubbs paid.
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2 *Preparation for AGM:* Kathy Lawrence inquired if any of the Executive had spoken to Marc MacLeod regarding issues that are usually brought forward at the CMEI AGM in preparation of the same or similar questions this year.

ACTION: Tom Simpson to request information from Marc MacLeod on the seagull issue and the volume of monthly odor complaints, and have response for next CMEI meeting.

CORRESPONDENCE

Tom Simpson reported he received: a letter from Jeff Porter at the DOE thanking the CMEI for their comments on the FRSWC Draft 5 Year Waste Diversion and Reduction Plan. The Department reviewed them and will keep them in mind when dealing with the issues in our area. (copy on file); a copy of the summary of action items re: Approval to Operate submitted by Marc MacLeod to Greg Shanks; a thank you letter from NBCC for the student bursaries along with a photo (copy on file). Jim Stubbs reported he received a letter from CRA regarding the HST objection filed by CMEI. CRA has disallowed the objection and the assessment of \$3,572.31 was confirmed. CMEI will not be eligible for the HST rebate. The reason for disallowing the objection is that CRA recognizes CMEI as providing services to FRSWC as part of their Approval to Operate, and the payment is considered a supply. Mr. Stubbs had been in contact with Teed Saunders Doyle regarding a further appeal and reported that it would cost CMEI a further \$500 - \$1,500 to file an appeal to this objection and up to \$10,000.00 if it goes to tax court. Their professional opinion was considering the amount in arrears and the possible fees to file an appeal, that it would be cost effective to pay the arrears.

MOTION 2: Jim Stubbs / Kathy Lawrence - That CMEI accept the ruling of the CRA regarding the CMEI application for appeal based on the advice of Teed Saunders & Doyle's advice, and CMEI pay the balance owing.

MOTION 2: CARRIED

Mr. Simpson asked for a motion to reimburse Kathy Lawrence for the meal; reimbursement to Tom Simpson for items purchased for CMEI business; reimbursement to recording secretary for printer cartridge.

MOTION 3: Sandy Coffin / Fred M. Steeves - That treasurer be authorized to pay for all items.

MOTION 3: CARRIED

Jim Stubbs reported that once the audit was received that he made application for the 2013 CMEI Operating Grant to Fundy Regional Service Commission. (copy on file)

Tom Simpson circulated information and pricing on a projector and screen to be considered for purchase by CMEI for AGMs and presentations.

CHAIR'S REPORT

Tom Simpson reported that he had attended the FRSC meeting; met with Jim Stubbs and Marc MacLeod to discuss the waste diversion plan; and reviewed the 28 Special Projects applications with the committee.

TREASURER'S REPORT

Treasurer, Jim Stubbs, submitted a written Treasurer's report for the March 2013 meeting. (copy on file) Opening balance \$40,836.45; total income: \$5.19 - interest; total expenses of \$2,596.50 (including financial audit). Total closing balance, \$38,245.14. Mr. Stubbs expects to receive a cheque from FRSWC for their portion of the audit.

MOTION 4: Fred M. Steeves / Kathy Lawrence – To accept Treasurer's Report as submitted.

MOTION 4: CARRIED

COMMITTEE REPORTS

Education

Kathy Lawrence reported nothing has changed since the last meeting.

Monitoring

No report, Roberta Lee sent regrets.

Special Projects

See New Business. Due to an error in HST on one of the school projects, there is an outstanding portion owing to CMEI.

ACTION: Tom Simpson to contact David Safford re: cheque for outstanding amount.

NEW BUSINESS

1 *Review Special Projects recommendations:* Tom Simpson reported there were 28 applications for Special Projects, plus the five environmental school projects and scholarships to review.

Discussion ensued. Kathy Lawrence went on record opposed to iPads for elementary schools.

MOTION 5: Fred M. Steeves / Paul Crilley – That the \$4,000.00 scholarships be moved to regular CMEI budget as opposed to Special Projects and be listed as #5 on the B-List for reimbursement.

MOTION 5: CARRIED

MOTION 6: Paul Crilley / Kathy Lawrence – To accept projects as presented with amendments.

MOTION 6: CARRIED

ACTION: Tom Simpson to e-mail revised Special Projects list to Board Members. Mr. Simpson reminded everyone the lists are confidential until approved by the Fundy Regional Service Commission at their April meeting.

MOTION 7: Paul Crilley / Jim Stubbs – That CMEI purchase a projector and screen based on Tom Simpson's product research.

MOTION 7: CARRIED

MOTION 8: Kathy Lawrence / Jim Stubbs – The meeting be adjourned at 7:58 pm.

MOTION 8: CARRIED

The next regular meeting is scheduled for 5:30 p.m. April 2, 2013 at the KBM.

Respectfully submitted,
Marlene Abbott, Recording Secretary