



MINUTES



CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)
Board of Directors Meeting
2 April 2013

The 2 April 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 Vice-Chair, Roberta Lee.

In attendance: Sandy Coffin, Paul Crilley, Kathy Lawrence, Roberta Lee, Ed Ross, Fred M. Steeves, Jim Stubbs

Regrets: Ken Anthony, Mike Bonga, Peter Kierstead, Roger McKenzie, Tom Simpson

FUNDY REGIONAL SERVICE COMMISSION (FRSC) / CRANE MOUNTAIN LANDFILL
Roberta Lee reported that she had attended the March meeting and the April meeting will be held at Rothesay Town Hall on April 18. Approval of the Special Projects will be on the agenda for the April meeting, along with the approval of the CMEI annual operating fund.

MINUTES FROM LAST MEETING - Corrections & Additions

MOTION 1: Jim Stubbs / Paul Crilley - That the minutes be accepted as presented.

MOTION 1: CARRIED

BUSINESS ARISING FROM THE MINUTES

1 *Special Projects:*

- See Special Projects

2 *New Projector and screen:*

- See Chair's Report

CORRESPONDENCE

Jim Stubbs reported he paid the CRA assessment of \$3,572.31. Since the payment Mr. Stubbs received another invoice from CRA for the interest accrued from the time he received the assessment and paid the CRA. Balance owing:

MOTION 2: Fred M. Steeves / Kathy Lawrence - That CMEI pay the interest balance owing.

MOTION 2: CARRIED

Roberta Lee contacted Shades of Green re: office rental and received an invoice. The outstanding balance is \$200.00 + HST = \$226.00. This payment will cover the period from May 2012 through May 2014.

MOTION 3: Fred M. Steeves / Jim Stubbs - That CMEI pay the balance owing on office rental.

MOTION 3: CARRIED

A letter was received from Grace Losier on behalf of the new Fundy Regional Service Commission as a response to a letter from CMEI requesting information on the working relationship with the new commission. The FRSC believes the working relationship with Marc MacLeod, GM of Crane

Mountain Landfill will continue. If issues cannot be resolved with the GM or Executive Director, Jack Keir, the CMEI was invited to request a presentation to the full board of FRSC. Ms. Losier noted the FRSC will meet monthly and encouraged representatives of the CMEI to attend. (copy on file)

CHAIR'S REPORT

Roberta Lee read from a written report sent from Tom Simpson regarding follow-up on items from the March meeting:

- *Request for info on insurance and Environmental Management Plan (EMP) review:* Marc MacLeod replied that the insurance documents are in the process of being finalized and expected to have a copy for CMEI to review for the May meeting. The revised EMP may be completed by the end of summer and a draft will be available then. Mr. MacLeod requested any comments, studies or recommendations from CMEI regarding the EMP.
- *Odor complaints:* Mr. Simpson expects to speak with Marc MacLeod for an update prior to the CMEI AGM.
- *Projector and Screen:* Mr. Simpson purchased the new projector and screen and has it stored at his house. It is easy to set up with the supplied USB cable.
- *Special Projects:* On March 11, Mr. Simpson and Sandy Coffin met with Marc MacLeod and Jack Keir to review the proposed projects. The paving of the parking lot at the Martinon Community Centre was questioned. Mr. Simpson sent a follow-up letter to Marc MacLeod to further detail the recreational uses of the paved parking lot. (copy on file) The projects as voted on by the CMEI Board at the March meeting will be presented at the April FRSC meeting for approval.

ACTION: Roberta Lee suggested that the Monitoring Committee meet and review the 1997 EMP so that CMEI can have informed input regarding the revised document. If the expertise of *exp* is needed, the Monitoring Committee would recommend spending the money to pay *exp* for the review.

TREASURER'S REPORT

Treasurer, Jim Stubbs, submitted a written Treasurer's report for the April 2013 meeting. (copy on file) Opening balance \$38,245.14; total income: \$4.69 - interest; total expenses of \$5,004.78 (including HST rebate repayment). Total closing balance, \$33,245.05. Mr. Stubbs has applied for the annual operating funding from FRSWC and will follow-up with Marc MacLeod.

ACTION: Jim Stubbs to e-mail a request for payment of the annual operating grant be put on FRSC April agenda

MOTION 4: Sandy Coffin / Ed Ross – To accept Treasurer's Report as submitted.

MOTION 4: CARRIED

Mr. Stubbs also submitted expenses for reimbursement \$127.55.

MOTION 5: Fred M. Steeves / Paul Crilley – That CMEI reimburse Mr. Stubbs for expenses.

MOTION 5: CARRIED

Roberta Lee requested a motion to pay Kathy Lawrence for the meal.

MOTION 6: Ed Ross / Sandy Coffin – That the Treasurer pay Kathy Lawrence for the meal.

MOTION 6: CARRIED

COMMITTEE REPORTS

Education

Kathy Lawrence reported nothing has changed since the last meeting.

Monitoring

Roberta Lee has been in contact with John Sims, **exp.** by e-mail and they are awaiting the annual monitoring report from the Crane Mountain Landfill.

ACTION: Mrs. Lee will forward the report to exp for careful review when received from Marc MacLeod. Fred M. Steeves also requested a copy of the quarterly reports.

Special Projects

See Chair's Report.

NEW BUSINESS

1 *Planning for AGM April 23, 2013:*

1. Kathy – refreshments (water, coffee, timbits, cookies), radio/Roger's cable advertising, Education Report
2. Roberta – item for Telegraph Journal, Monitoring Committee Report
3. Jim – Treasurer's Report, set up
4. Tom – Chair's Report, Special Projects Report, laptop, overhead, screen, fax/copy machine
post notice of AGM on website
5. Sandy – Nominating Committee report
6. Marlene – sign-in sheet, pencils, ballots, agenda, minutes of last AGM, RVN ad for tabling
7. Paul – AGM advertisement on KBM overhead sign (Rob Flood)
8. Fred – AGM advertisement on Martinon Community Centre overhead sign, homemade cookies

2 *Letters to Special Projects applicants:* The Special Projects committee is waiting on the FRSC to review and approve the submitted proposals. Tom Simpson will send e-mails to applicants to let them know the timeline of the process. Envelopes are ready to send letters out after the April 18 meeting of FRSC.

MOTION 7: Kathy Lawrence / Jim Stubbs – The meeting be adjourned at 7:20 pm.

MOTION 7: CARRIED

The next regular meeting is scheduled for 5:30 p.m. May 7, 2013 at the KBM.

AGM is scheduled for 7:00 p.m. April 23, 2013 at the KBM. All members please arrive by 6:30 pm for setup.

Respectfully submitted,

Marlene Abbott
Recording Secretary