



# MINUTES



## CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)

### Board of Directors Meeting

October 1, 2013

The October 1 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 6:10 p.m. by Chair, Tom Simpson.

**In attendance:** Mike Bonga, Sandy Coffin, Peter Kierstead, Kathy Lawrence, Roberta Lee, Roger McKenzie, Kevin Robertson, Tom Simpson, Jim Stubbs, Susan West

**Regrets:** Ed Ross, Fred M. Steeves

#### **PRESENTATION OF THE AGENDA - Modifications & Additions**

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

**MOTION 1: CARRIED**

#### **MINUTES FROM LAST MEETING - Corrections & Additions to September 3, 2013 minutes**

**MOTION 2: Peter Kierstead / Kathy Lawrence - That the minutes be accepted as presented.**

**MOTION 2: CARRIED**

#### **FUNDY REGIONAL SOLID WASTE (FRSW)**

- Tom Simpson reported he was unable to make contact with Marc MacLeod prior to the meeting. Mr. Simpson is looking for the completion date of the UNB project and an update on the statistical analysis program. Will have a report for the next meeting.
- Jim Stubbs attended a special budget meeting for the Fundy Regional Service Commission and will prepare a report for the November meeting of the CMEI.

**ACTION:** Jim Stubbs to prepare a short report on the FRSC budget meeting for November meeting.

#### **BUSINESS ARISING FROM THE MINUTES**

##### *1 Perpetual Care:*

Tom Simpson reported that he and Roberta Lee had been reviewing Section 7 of the 2009 ADI Report and Grand Bay-Westfield Council notes in the River Valley News (RVN) regarding perpetual care for the landfill (copies of both distributed for discussion). Roberta Lee noted that there were three important recommendations at the end of Section 7 in the 2009 Review and that those recommendations were scheduled to be addressed in 2013, according to the General Manager's "CMEI Action Plan". Discussion ensued.

**MOTION 3: Jim Stubbs / Kathy Lawrence - That the Board refer the perpetual care funding discussion to committee. The committee will consist of the current Executive plus Susan West and Kevin Robertson.**

**MOTION 3: CARRIED**

##### *2 exp project update:*

- Roberta Lee reported that she had received questions from Fred Baechler, Senior Hydrogeologist at the Sydney, NS **exp.** office, who is working on the CMEI project with John Sims, Senior Hydrogeologist at the Moncton office. Mrs. Lee and Mr. Simpson sent replies as part of the ongoing examination of the groundwater flow system.
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### 3 *Domestic well testing:*

- Tom Simpson reported a letter was sent out from CMEI to residents to remind them that Gemtec would be collecting samples on September 20 and 21<sup>st</sup> (copy on file). Mr. Simpson reported the response to Gemtec was 60 out of 69 wells on the first date.

### 4 *Annual operating grant – CMEI funding due in October:*

- Tom Simpson presented a copy of the letter to Marc MacLeod requesting the payment of the annual operating grant and reimbursement for the annual audit. Mr. MacLeod responded the audit cheque had been mailed in May. As it had not been received by CMEI, Mr. Simpson requested the cheque be replaced.

## **CORRESPONDENCE**

Tom Simpson reported in addition to the outgoing correspondence to well owners and Marc MacLeod, he had received a receipt for the scholarship money from UNB; the provincial corporate Annual Return 2013; request for renewal of petty cash; invoice from City & District Web Development for the renewal of the domain name registration; Mr. Simpson asked for a motion to pay the bills and reimburse Kathy Lawrence for the meal.

**MOTION 4: Mike Bonga / Roger McKenzie - That the treasurer be authorized to pay for items.**

**MOTION 4: CARRIED**

**ACTION:** Tom Simpson to pay corporate Annual Return 2013 for CMEI.

## **CHAIR'S REPORT**

Tom Simpson reported his activities included correspondence, meetings, contact with well owners, and Special Projects reviews.

## **TREASURER'S REPORT**

Treasurer, Jim Stubbs, submitted a written Treasurer's report for the October 2013 meeting. (copy on file) Opening balance \$27,267.11; total interest income: \$4.19; total expenses of \$2,792.75. Total closing balance, 24,478.55. Mr. Stubbs reported the savings account was closed and both accounts were consolidated on September 13. The negative line item for the chequing account on the report reflected an adjustment made for the consolidation, not an overdraft expense. The adjustment will be corrected on the statement next month.

**MOTION 5: Roberta Lee / Kevin Robertson – That the Treasurer's Report be accepted as presented.**

**MOTION 5: CARRIED**

## **COMMITTEE REPORTS**

### **Education**

Kathy Lawrence reported she was in contact with the guidance counselors and they have the information. Roberta Lee noted the article on the available scholarships appeared prominently (on page 3) in the October issue of the RVN. On that topic, Ms. Lawrence requested clarification on a point of possible conflict of interest as her son will be attending UNB next year and will be applying for scholarships. Discussion ensued. It was agreed that since UNB makes the selections and disburses the scholarships without input from CMEI that this issue would not be a conflict of interest for the Education Committee Chair.

### **Monitoring**

See Business Arising

### **Special Projects**

Mike Bonga delivered an update on the Blueberry Hill project that included a short history of the project for the new board members and photos of the recent activities. Mr. Bonga particularly noted the efforts of the volunteers who have planted trees and roughed out new trails. At this point the outstanding item is the walking bridge to cross Henderson Brook and Mr. Bonga estimated the completed project will represent \$500,000 in grant money and in-kind donations over four years.

Tom Simpson reported that all of the invoices have been submitted to FRSW except for the remaining Blueberry Hill invoices. Mr. Simpson estimated a possible \$3,000.00 remainder may be available for B-List projects. Mr. Simpson noted the ads for the 2014 Special Projects will begin next month in the River Valley News.

**MOTION 6: Sandy Coffin / Jim Stubbs – That the quarter page colour ads to advertise the Special Projects grants be booked for the November, December, and January issues of the River Valley News.**

**MOTION 6: CARRIED**

### **NEW BUSINESS**

*No New Business*

**MOTION 7: Kathy Lawrence / Jim Stubbs – The meeting be adjourned at 7:55 pm.**

**MOTION 7: CARRIED**

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

Respectfully submitted,  
Marlene Abbott, Recording Secretary