



# MINUTES



**CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)**  
**Board of Directors Meeting**  
5 November 2013

The 5 November 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 5:55 p.m. by Chair, Tom Simpson.

**In attendance:** Sandy Coffin, Kathy Lawrence, Roberta Lee, Roger McKenzie, Kevin Robertson, Ed Ross, Tom Simpson, Fred M. Steeves, Susan West

**Regrets:** Mike Bonga, Peter Kierstead, Jim Stubbs

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

One item – insurance, was added to New Business

**MOTION 1: Kathy Lawrence / Sandy Coffin - That the agenda be accepted as amended.**

**MOTION 1: CARRIED**

**MINUTES FROM LAST MEETING - Corrections & Additions to October 1, 2013 minutes**

**MOTION 2: Roger McKenzie / Sue West - That the minutes be accepted as presented.**

**MOTION 2: CARRIED**

**FUNDY REGIONAL SOLID WASTE (FRSW)**

Tom Simpson reported he was in contact with Marc MacLeod and discussed the following:

- UNB Project – the student has completed onsite work and a report to FRSW/CMEI is not expected before the new year;
- The program using the Statistical Analysis Protocol has not yet been implemented;
- The EMP update is still on hold pending completion of the site Safety Manual update in order to comply with new legislation;
- The new insurance policy is in effect now and CMEI can get a copy of the relevant sections;
- The next FRSC meeting is Thursday November 21, 2013;
- Marc is open to meeting with the **exp.** consultants and allowing them accompanied access to the site when they come to visit the Host Community;
- Operations at the landfill are normal. Tonnage is still low with an estimate for this year of 62,000 tons, compared with 73,000 before the economic downturn. They are adjusting to the reduction of staff and redistribution of some responsibilities. The Household Hazardous Waste round up went well with events held in east Saint John, Kennebecasis Valley and St. Martins;
- More gas is being collected for fueling the generator. A new gas line has been tied into the high end of the leachate collection pipes for the cells allowing the gas that enters the leachate collection system to be drawn off and results in a small increase in power generation.

**BUSINESS ARISING FROM THE MINUTES**

1 *Review of draft document prepared by perpetual care committee:*

Tom Simpson distributed the CMEI: Post Closure and Contingencies at the Crane Mountain Landfill report and Roberta Lee reviewed the document paragraph by paragraph as well as the attached references. (copy on file) Discussion ensued, and Board members endorsed the arguments and

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recommendations in the document.

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The Board was requested to review the document and references further, and to forward any comments to Tom Simpson on or before November 8, 2013.

**MOTION 3: Sandy Coffin / Sue West - That the CMEI: Post Closure and Contingencies at the Crane Mountain Landfill document be forwarded in hard copy to: Deputy Minister, Department of the Environment; Mayor Grace Losier, Chair FRSC; Marc MacLeod, FRSW and electronically to other Commission members and engineers at D.O.E.**

**MOTION 3: CARRIED**

2 *Discuss the following three reviews from exp.: Review of the 2012 Annual Environmental Report; Review of the Gale Report of 1997; Review of the FRSW's Statistical Analysis Protocol:*

Tom Simpson reviewed the **exp.** responses to the above documents. They represent work in progress and as such are for the use of the CMEI Board of Directors as it determines the path forward with the work **exp.** is doing for CMEI. A final document will be published that makes formal recommendations that CMEI can forward to FRSW and/or will help decide future methods to ensure better monitoring of the landfill and a better understanding of groundwater issues. Discussion ensued and it was decided the Monitoring Committee will meet and review the comments and return to the December meeting of the CMEI with their recommendations.

ACTION: Tom Simpson to forward the three **exp.** reviews to Board members.

## **CORRESPONDENCE**

Tom Simpson reported he received a Thank You note from UNB for the \$2,000.00 scholarships, and filed the CMEI 2013 Annual Return under the Companies Act; an invoice for \$45.00 for a wreath for Remembrance Day; annual fee for the post office box \$169.50; invoice from exp. \$2,062.61; and an invoice from River Valley News for the ad in April for the AGM. Mr. Simpson asked for a motion to reimburse Kathy Lawrence for the meal.

**MOTION 4: Fred M. Steeves / Roberta Lee - That the treasurer be authorized to pay for items.**

**MOTION 4: CARRIED**

## **CHAIR'S REPORT**

Tom Simpson reported that most of his activities involved the perpetual care committee and the post closure document and the research for the references attached to the report.

## **TREASURER'S REPORT**

Treasurer, Jim Stubbs, sent his regrets. Tom Simpson read Mr. Stubbs' written Treasurer's report for the November 2013 meeting (copy on file). Opening balance after the two bank accounts were combined: \$24,478.55; total income after the operating grant was received: \$24,362.62; total expenses of \$4,601.27 (including a bank service charge of \$115.38 which has been requested to be reversed out by BNS and should appear on next statement). Total closing balance: \$44,239.90.

**No motion was recorded.**

Note: via e-mail on November 5, Mr. Simpson requested a vote *that CMEI chose to adopt Accounting Standards for Not For Profit Organizations for its October 31, 2013 fiscal year end.*

**Vote to confirm the e-mail vote was passed.**

## **COMMITTEE REPORTS**

### **Education**

Kathy Lawrence reported she will be attending the River Valley Remembrance Day ceremony on November 11 and will lay a wreath on behalf of the CMEI.

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## **Monitoring**

See Business Arising.

## **Special Projects**

Tom Simpson reported that he received an update on Blueberry Hill from Mike Bonga. After the October deadline for Special Projects, Mr. Bonga requested an extension to get the bridge completed. With most of the work done as listed on the application at a lower cost than submitted, the outstanding funds will be used to pay for the materials for the bridge and if the weather permits, it should be completed by the end of November or first of December.

## **NEW BUSINESS**

1. *Remembrance Day Wreath*: See Correspondence and Education Report.
2. *Insurance*: Further to the FRSW Report, Tom Simpson suggested he write a letter to Marc MacLeod requesting on behalf of CMEI the pertinent information on the new insurance policy. Consensus was reached.

**ACTION:** Tom Simpson to write a letter to Marc MacLeod requesting a copy of the relevant sections of the new FRSW insurance policy for review.

Roger McKenzie noted this was his last meeting for four months.

**MOTION 5: Kathy Lawrence / Fred M. Steeves – The meeting be adjourned at 7:48 pm.**

**MOTION 5: CARRIED**

The next regular meeting is scheduled for 5:30 p.m. December 3, 2013 at the KBM.

Respectfully submitted,  
Marlene Abbott, Recording Secretary