



MINUTES



CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)
Board of Directors Meeting
6 January 2015

The 6 January 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 6:05 p.m. by Chair, Tom Simpson.

In attendance: Sandy Coffin, Peter Kierstead, Kathy Lawrence, Roberta Lee, Kevin Robertson, Ed Ross, Tom Simpson, Jim Stubbs

Regrets: Mike Bonga, Roger McKenzie, Fred M. Steeves, Susan West

PRESENTATION OF THE AGENDA - Modifications & Additions

MOTION 1: Ed Ross / Peter Kierstead - That the agenda be accepted with addition.

MOTION 1: CARRIED

MINUTES FROM LAST MEETING - Corrections & Additions to 2 December 2014 Minutes

MOTION 2: Roberta Lee / Kathy Lawrence - 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 who gave him a brief update on operations at the landfill.

- The temporary cap material is working well. FRSW hired Keel Construction and another hauler to transport the leachate during the last rain/snow event, but levels were kept under control;
- FRSW has yet to purchase another tanker. They have brokers looking for a used unit that will fit their needs;
- The generator is due for its 20,000 hour maintenance check which is scheduled for February 8, 2015 depending on the availability of the contractor. The generator has been shut down often in the past month due to water in the gas wells and one breakdown that required parts.

Mr. MacLeod plans to present an update at January meeting of the FRSC for the benefit of a new commission member and will cover new developments at that time.

BUSINESS ARISING FROM THE MINUTES

1. *Update on exp work agreement:* Tom Simpson reported that CMEI received the proposal and work agreement from exp. via e-mail for signature. Mr. Simpson signed and returned the cover sheet. (copy on file)
 2. *Letters to UNB and NBCC:* Tom Simpson reported the letters to UNB and NBCC apprising them of the motion to discontinue the scholarship were written and sent. Mr. Simpson read the text from the December 8, 2014 letters into the minutes. Copies on file.
 3. *Communication with Jeff Porter re: meeting (mid-February):* Tom Simpson reported that he had been in contact with Jeff Porter at the Department of Environment via e-mail to request a meeting at the end of January to present specific requests for the Approval to Operate. Mr. Porter replied
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with dates in mid-February for the meeting. Mr. Simpson sent the dates to **exp.** for confirmation and will contact MLA, Rick Doucet once the meeting date is set.

4. *Letter to Marc MacLeod re: odours:* Tom Simpson read the text of a letter sent to Marc MacLeod regarding odour complaints. Copy on file. Mr. MacLeod replied by e-mail and identified some of the possible causes during the time frame:

- From late October – early November, five new landfill gas wells were drilled on site in cell #5 and were temporarily covered until mid-November
- FRSW was aware of odour during the time of drilling, and didn't expect an increase since cell #5 is an open cell and not capped. Mr. MacLeod noted the drilling may have allowed for more odours to actively escape during this period. Although FRSW had committed to public notice during drilling, because the cell was open and not capped, they did not expect an increase in odour and did not notify the public.
- Late November and December, the flare was running during extended periods because the water in the cells was interfering with the gas collection.
- Another possible issue includes the compost ventilation system which has failures due to corrosion.

Mr. MacLeod noted the issues are being addressed, thanked the CMEI for the complaint letter, and encouraged people to continue to use the Crane Mountain hotline to record any odour complaints.

MOTION 3: Jim Stubbs / Kevin Robertson - That CMEI write a letter to Marc MacLeod regarding notification to public prior to any planned activity which could produce increased odours.

MOTION 3: CARRIED

ACTION: CMEI Executive write a thank you letter to Marc MacLeod for the information and to request public notification prior to any planned activity which could produce increased odours.

CORRESPONDENCE

Tom Simpson reported that CMEI had received a letter from UNB with the names of the current scholarship recipients (William M. Bartlett and Isabelle Goguen) and a proposal and work authorization from **exp.** On behalf of CMEI sent letters to UNB and NBCC re: discontinuance of scholarships, odour complaint letter to FRSW, returned a signed copy of the **exp.** proposal, and corresponded by e-mail with the Department of Environment to set a meeting in February. Mr. Simpson recently upgraded his operating system and purchased up-to-date software for the CMEI website. Mr. Simpson requested a motion to pay the invoice, reimburse Kathy Lawrence for the meal, and pay recording secretary.

MOTION 4: Roberta Lee / Sandy Coffin – That the Treasurer be authorized to pay for items.

MOTION 4: CARRIED

CHAIR'S REPORT

See Business Arising.

TREASURER'S REPORT

Treasurer, Jim Stubbs, submitted a written Treasurer's report for the 6 January 2015 meeting. (copy on file) Opening balance \$38,349.13; total expenses: \$473.99. Closing balance: 37,875.14. The CMEI books are at the accounting firm to prepare the year end reports and return

MOTION 5: Peter Kierstead / Ed Ross - That the Treasurer's Report be accepted as presented.

MOTION 5: CARRIED

COMMITTEE REPORTS

Education

No Report

Monitoring

See Business Arising.

In light of the construction of cell #7, Roberta Lee raised the issue of marine clay vs. double liner in the cell construction. Discussion ensued.

MOTION 6: Roberta Lee / Sandy Coffin – That CMEI write a letter to Marc MacLeod requesting verification of the cost, quality and availability of marine clay, as well as any design changes for future cell construction.

MOTION 6: CARRIED

ACTION: CMEI Executive write a letter to Marc MacLeod requesting above information.

Special Projects

Tom Simpson reported that no applications have been received to date and there are six weeks to the deadline. On January 5, Mr. Simpson sent an e-mail to previous applicants as a reminder for the deadline.

NEW BUSINESS

1. *Follow-up on UNB studies (Meeting with Marc?):* Tom Simpson noted in previous CMEI meetings that a meeting with Marc MacLeod to review the UNB studies had been discussed but not yet set.

ACTION: Tom Simpson to e-mail documents: UNB Report and **exp.** review and recommendations for Board to review for February meeting of CMEI.

2. *Website:* Mr. Simpson reviewed the new website design. It will be ready to go live in the spring.

3. *Confirm monthly meeting schedule for 2015:* The group discussed and reviewed the dates against the Special Projects deadlines and the FRSC monthly meetings.

ACTION: Recording Secretary to contact B. Melanson to book KBM for 2015 meetings of CMEI.

4. *Well testing procedures:* this topic to be brought forward to April monthly meeting of CMEI.

MOTION 7: Kevin Robertson / Jim Stubbs – That the meeting be adjourned at 8:00 pm.

MOTION 7: CARRIED

The next regular meeting is scheduled for 5:30 p.m. 3 February 2015 at the KBM.

Respectfully submitted,
Marlene Abbott, Recording Secretary