



# MINUTES



**CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)**  
**Board of Directors Meeting**  
2 February 2016

The 2 February 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 6:02 p.m. by Chair, Tom Simpson.

**In attendance:** Patti Chisholm, Sandy Coffin, Peter Kierstead, Roberta Lee, Kevin Robertson, Ed Ross, Tom Simpson, Jim Stubbs, Susan West

**Regrets:** Mike Bonga

**PRESENTATION OF THE AGENDA** - Modifications & Additions (Additions: cabinet for storage and annual fee for office rental at Shades of Green)

**MOTION 1: Jim Stubbs / Sandy Coffin - That the agenda be accepted with additions.**

**MOTION 1: CARRIED**

**MINUTES FROM LAST MEETING** - Corrections & Additions to 5 January 2016 Minutes

**MOTION 2: Ed Ross / Patti Chisholm - That the minutes be accepted as presented.**

**MOTION 2: CARRIED**

**FUNDY REGIONAL SOLID WASTE (FRSW)**

No Report.

## **BUSINESS ARISING FROM THE MINUTES**

*1. Oct. 29 truck upset - leachate and diesel spill test results:*

Tom Simpson received the following reports from Ron Nelson: the incident report, a detailed emergency report, a report from Saint John Lab, a remedial activities occurrence letter from Fundy Engineering, and an occurrence file closure from the Department of Environment and Local Government (DELG). Mr. Simpson summarized the reports for the benefit of Board members. (copies on file).

*2. Request for domestic well data evaluation to be included in Annual Report - Follow up:*

In an email letter, Marc MacLeod reiterated the several reasons why he would not include an analysis of domestic well data in the landfill's Annual Environmental Report (copy on file). He said that once a successful statistical analysis and trigger parameter program for the monitoring system is underway, he would be open to discussing the merits of expanding the program to include the domestic well data.

A discussion of domestic well testing ensued.

**ACTION:** A letter from the CMEI Board will be written to Marc MacLeod, requesting that he ask Gemtec to send homeowner's data from 1997 to the present in table form each year, to be included with their annual testing results.

**MOTION 3: Jim Stubbs / Sue West – That CMEI write a letter to FRSW to request when the new technical advisor has completed the statistical analysis / trigger parameters project that he be asked to incorporate the domestic well data into that program.**

**MOTION 3: CARRIED**

---

3. *Letter regarding monitoring well maintenance and testing procedures - Update:*

Tom Simpson reported he had a verbal response from Ron Nelson regarding the monitoring well maintenance and testing procedures. Mr. Nelson was aware of the casing/cover/locking system issues – he will continue to assess the issues and make repairs.

**ACTION:** In September 2016 three or four members to check on the repairs.

Regarding the issue with corroded locks, Mr. Nelson noted lubricants cannot be used because of the potential to contaminate the samples. Mr. Nelson suggested instead of using locks, to secure the caps, a plastic seal could be installed each time the tests are done and checked for tampering on subsequent samples. Regarding vegetation around the testing sites, Mr. Nelson suggested not doing anything about the overgrowth since it offers some camouflage for the well locations. Mr. Nelson also mentioned in the near future the FRSW in conjunction with Gemtec will review all collection procedures by the Saint John Laboratory to compare against the original Approval to Operate procedures.

4. *Proposed letter to FRSW re: need to periodically monitor sedimentation pond for leachate parameters:*

Tom Simpson reported that the Approval to Operate states that the sediment pond discharge should be monitored twice per year (spring and fall) for the same substances leachate is tested for. When Mr. Simpson reviewed that data he noted the sediment pond was tested once in 2007, twice each in 2009 and 2010 and once in 2011. Using this data it would appear there have only been six samples collected in 19 years. Mr. Simpson followed this finding up with an e-mail to Ron Nelson indicating the lack of sampling.

**Bring Forward to March 2016 meeting pending Ron Nelson's response.**

## **CORRESPONDENCE**

Tom Simpson reported most of the correspondence with the FRSW has been discussed and further correspondence included: an invoice from Crane Mountain Landfill for busing students to and from the site for 2015 payable upon receipt (\$1,000); an invoice from **exp.** covering items not invoiced in 2015 (\$3,551.00 + HST), an invoice from Teed, Saunders & Doyle for the 2015 audited report (\$2,050.00+HST) – of which \$1,000 will be rebated from FRSW; an invoice from District News for a Special Projects ad in the February issue (\$170.00 + HST); a reimbursement request from Jim Stubbs for the meal for the meeting (\$98.00). Mr. Simpson requested a motion to pay invoice and reimbursement for the meal.

**MOTION 4: Peter Kierstead / Sandy Coffin – That 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 2 February 2016 meeting. (copy on file) Opening balance: \$26,770.30; Total expenses: \$438.01; Closing balance: \$26,332.29. Mr. Stubbs reported the audit from Teed, Saunders & Doyle was complete and the statements are ready. Mr. Stubbs will pick them up and apply for the FRSW annual operating grant.

**MOTION 5: Sue West / Kevin Robertson - That Treasurer's Report be accepted as presented.**

**MOTION 5: CARRIED**

## **COMMITTEE REPORTS**

### **Monitoring**

See Business Arising.

### Special Projects

Tom Simpson reported two application have been received and the deadline is 15 February 2016. Currently there is an application from River Valley Hunter Education and St. Matthew's Church to help defray cost of paving the church parking lot.

### **NEW BUSINESS**

1. *Lockable storage cabinet/locker to store miscellaneous items for CMEI meetings.* Jim Stubbs requested permission find and purchase a lockable storage cabinet suitable for storing items used for monthly meetings to cut down on carrying same items back and forth to meetings.

**MOTION 6: Sue West / Kevin Robertson – That Jim Stubbs confirm permission from KBM to maintain the locker on site and to look for and purchase cabinet for storage.**

**MOTION 6: CARRIED**

2. *Update fee and pay Shades of Green for office space:*

Jim Stubbs reminded the Board the annual fee for the office space at Shades of Green needed to be settled.

**ACTION:** Jim to get an invoice for rental space to submit at March 2016 meeting.

3. *Set priorities based on letters from **exp.** re: stipulation required in Approval to Operate and the site visit in September 2015:*

A lengthy discussion to prioritize items to bring forward to FRSW ensued:

**ACTION:** Tom Simpson to draft an email to Ron Nelson regarding onsite production wells per the **exp.** letter, and item 3.3.2, of what should be included in the annual report.

Tom Simpson also reported he had attended the January 26<sup>th</sup> meeting of the Fundy Regional Service Commission and was interested in the presentation by Brenda McCallum which discussed a recreation plan for community inventory and siting.

**MOTION 7: Kevin Robertson / Peter Kierstead – That the meeting be adjourned at 8:15 pm.**

**MOTION 7: CARRIED**

The next regular meeting of the CMEI is scheduled for 5:30 p.m. 1 March 2016 at the KBM.

Respectfully submitted,  
Marlene Abbott, Recording Secretary