



MINUTES



CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)
Board of Directors Meeting
6 December 2016

The 6 December 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 Furness / Peter Kierstead / Dale Kilpatrick / Roberta Lee / Kevin Robertson / Ed Ross / Tom Simpson / Jim Stubbs / Jane Tunney / Susan West

Regrets: Patricia Chisholm

PRESENTATION OF THE AGENDA - Modifications & Additions

MOTION 1: Jim Stubbs / Sandy Coffin - That the agenda be accepted with deletion (#2 New Business – Membership NBEN).

MOTION 1: CARRIED

MINUTES FROM LAST MEETING - Corrections & Additions to 4 October 2016 Minutes

MOTION 2: Peter Kierstead / Ed Ross - That the minutes be accepted as presented.

MOTION 2: CARRIED

FUNDY REGIONAL SOLID WASTE (FRSW)

No report this month, CMEI representatives worked with Crane Mountain staff to complete the funding proposal to the Environmental Trust Fund (EFT) for the numerical model.

BUSINESS ARISING FROM THE MINUTES

- 1. Report on progress of conceptual model development; application for ETF funding for numerical model:* Tom Simpson reported he received a progress report on the conceptual model from John Sims (exp.) and that information formed the framework for the EFT application. Copy on file along with a copy of the EFT application for \$96,000 to fund the numerical model.
- 2. Report on DOE meeting November 29; follow-up to DOE meeting:* Sue West reported on the meeting held in Fredericton on November 29. Present at the meeting, which ran one hour and 20 minutes, were: Peter Kierstead, Roberta Lee, Tom Simpson and Sue West from CMEI, Sheryl Johnstone and Mark Glynn from DOE, and Jason Gaudet, assistant to MLA Rick Doucet. The purpose of the meeting was to request that requirements for financial assurance be added to the next Approval to Operate for the Crane Mountain Landfill: financial assurance for corrective action for the life of the landfill as well as during closure and post closure allowing for an extended period beyond 30 years. CMEI also requested that requirements for an adequate study of post closure expenses be added to the next A to O. Examples of these sorts of requirements made by the US EPA and the provinces of Ontario and B.C. were provided to back up these requests. There was a discussion regarding what political body is responsible financially for the landfill. Mr. Glynn said that he would look into that matter and report to the CMEI with an answer. Mr. Gaudet suggested CMEI contact him in mid-January if no response has been received from Mr. Glynn by that time.

ACTION: Sue, Tom, Roberta and Peter to draft a letter to the DOE to thank them for the meeting of 29 November, reiterate points from the meeting and an expected date of response.

3. *Response from letters to domestic well owners not on our list:* Tom Simpson reported there have been no replies from the letters sent mid November.

ACTION: Recording Secretary continue to monitor the mailbox.

4. *Aerial photos:* Tom Simpson presented photos taken by Brunswick Engineering from an aerial drone which is capable of taking 3-D images from several angles, and infrared. Mr. Simpson will select 30-40 photos from the 700+ taken by the drone to post to the CMEI website.
5. *Follow-up on letter to Ron and Marc re: June 8 incident:* Tom Simpson reported he had been in contact with Ron Nelson to discuss the time gap on the incident report – the length of time from testing to review by Gemtec, to reporting to landfill staff. Discussion ensued and it was unanimous that further discussion was needed with Marc MacLeod.

MOTION 3: Roberta Lee / Sandy Coffin – That following further investigation into operating procedures in sampling and analysis, CMEI write a letter to Marc MacLeod requesting a formal response to the reporting gap associated with the June 8 incident. CCs to Sheryl Johnstone, Mark Glynn,DOE.

MOTION 3: CARRIED

ACTION: Peter Kierstead and Dale Kilpatrick conduct further investigation into operating procedures and Tom Simpson to write letter to Marc MacLeod with cc: Sheryl Johnstone, Mark Glynn,DOE.

CORRESPONDENCE

Tom Simpson reported that on behalf of the CMEI he submitted an advertisement to the District News for Special Projects. Mr. Simpson polled the members present if they had received a recent copy of the District News (negative) and will contact Donna Doiron to cancel the ads for January and February if there is no coverage on the Westfield Rd; Mr. Simpson conducted e-mail correspondence with Mark MacLeod and Ron Nelson regarding June 8 incident and the ETF application; received invoices for the meal \$110.40; reimbursement for paper/ink for Mr. Simpson's printer per Motion 6 from November meeting, and expenses associated with November 29 meeting in Fredericton. Chair, Tom Simpson requested a motion to pay invoices and reimbursement.

MOTION 4: Peter Furness / Jane Tunney– 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 6 December 2016 meeting covering the month of November. (copy on file) Opening balance: \$38,255.15; Total expenses: \$547.09; Closing balance: \$37,708.06.

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

MOTION 5: CARRIED

COMMITTEE REPORTS

Monitoring

See Business Arising.

Special Projects

Tom Simpson reported there was an error in the River Valley Middle School invoice, the cheque was issued to the Minister of Finance instead of the school. The cheque has been reissued by FRSW. Advertising for the 2016 Special Projects applications in the District News has begun and Mr. Simpson will send a broadcast e-mail notification to current applicant database.

ACTION: Tom Simpson to contact Donna Doiron at District News regarding lack of coverage on the Westfield Rd.

NEW BUSINESS

1. *Trigger Parameters and Concentrations:* Tom Simpson distributed copies of the *Summary of the Development of Trigger Mechanisms for the Crane Mountain Landfill Site located in Grand Bay-Westfield, NB* written by Peter Baxter. The summary is a preliminary progress report which outlines a formula used by the Province of Ontario. Discussion ensued as to whether or not the formula was adequate, and whether test wells up-gradient of the landfill could be used as reference points in the analysis. It was decided as this was a preliminary document that no action is necessary until a final document has been submitted for review.
2. *KBM Rental:* Before requesting a motion to adjourn, Tom Simpson reported that he had been in contact with Rob McGuire regarding the outstanding invoice owed to the KBM by CMEI and requested permission to pay the \$950.00 invoice to October 2016 and start a new invoice cycle November 2016 – October 31, 2017 for \$250.00.

MOTION 6: Sue West / Jim Stubbs – That the outstanding amount of \$950.00 be paid to KBM once invoice is received and new invoice cycle begin November 1, 2016.

MOTION 6: CARRIED

ACTION: Recording Secretary to contact Cathy Gilmore to book 2017 monthly meetings of CMEI.

MOTION 7: Peter Furness / Peter Kierstead – That the meeting be adjourned at 8:05pm.

MOTION 7: CARRIED

The next regular meeting of the CMEI is scheduled for 5:30 p.m. 3 January 2017 at the KBM.

Respectfully submitted,
Marlene Abbott, Recording Secretary