



# MINUTES



**CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)**  
**Board of Directors Meeting**  
2 June 2015

The 2 June 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:** Mike Bonga, Patti Chisholm, Sandy Coffin, Peter Kierstead, Roberta Lee, Kevin Robertson, Ed Ross, Tom Simpson, Jim Stubbs, Susan West

**Regrets:** Roger McKenzie, Fred M. Steeves

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

**MOTION 1: Susan West / Kevin Robertson - That the agenda be accepted with addition.**

**MOTION 1: CARRIED**

**MINUTES FROM LAST MEETING - Corrections & Additions to 5 May 2015 Minutes**

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

**MOTION 2: CARRIED**

**FUNDY REGIONAL SOLID WASTE (FRSW)**

Tom Simpson reported that he visited the landfill for a demonstration by a falconer who was brought in to chase seagulls away from the site.

Mr. Simpson also reported that Marc MacLeod would be taking on the position of Executive Director of the Fundy Regional Service Commission as well as his current position.

**BUSINESS ARISING FROM THE MINUTES**

- Meeting with DOE re: ATO:* Tom Simpson reported that he, Kevin Robertson, Peter Kierstead, Jim Stubbs, Mike Bonga and Roberta Lee were in attendance along with John Sims to meeting with the DOE on May 7, 2015 in Fredericton. Mrs. Lee gave a brief description of the meeting. Mr. Simpson read a follow-up letter e-mailed to Mark Boldon and Jeffrey Porter (copy on file). Mr. Simpson indicated that the meeting and proposal was well received, but had not heard back from Mr. Boldon or Mr. Porter.  
**ACTION:** Mr. Simpson to contact DOE for follow-up. Bring forward to the September meeting of CMEI.
  - Follow-up meeting with MLA, Rick Doucet:* Mr. Simpson also read a follow-up letter e-mailed to Rick Doucet thanking him for sending his Executive Assistant to the DOE meeting and continuing support as well as a request for a follow up meeting at his earliest convenience. (copy on file)
  - Groundwater flow model:* Tom Simpson reported on part of an e-mail correspondence between Marc MacLeod and Jeffrey Porter where Mr. MacLeod indicates that CMEI has had annual reports and UNB studies reviewed by **exp.** and has requested CMEI to engage **exp.** to develop a
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framework and step-gate action that clearly indicates a path to an end that would satisfy all parties. Mr. Simpson used this definition of framework and step-gate actions to request a response from **exp.** Mr. Simpson received an e-mail response with an overview of possible framework which he distributed to board members present for discussion. Discussion ensued and it was agreed that from the *Overview of Possible Framework for Developing a Groundwater Flow Model for Crane Mountain Landfill* as received by **exp.** all of Item 1, and Item 2c and 2d would be requested for the sum of \$5,000.00.

**MOTION 3: Jim Stubbs / Peter Kierstead – That CMEI be authorized to pay \$5,000.00 to exp. to create definition of framework, with the help of CMEI to define the project.**

**MOTION 3: CARRIED**

4. *Aerial Photos:* Tom Simpson contacted Marc MacLeod to confirm the ongoing commitment of FRSW to pay half of the fee for aerial photos of the landfill. Mr. Simpson contacted Jamie Wilson in early July and requested he send two invoices, one to CMEI and one to FRSW.
5. *Review Issues from AGM:* No outstanding issues were brought forward.

### **CORRESPONDENCE**

Tom Simpson referred to the two letters that were written to the DOE and MLA Rick Doucet with copies on file; miscellaneous expenses including the meal and out of pocket office supply expenses incurred by Jim Stubbs. Mr. Simpson requested a motion to pay the invoices/expenses.

**MOTION 4: Ed Ross / Roberta Lee – 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 2 June 2015 meeting. (copy on file) Opening balance \$32,846.40; total expenses: \$5,140.59. Closing balance: \$27,705.81. Mr. Stubbs reported that he has submitted an application for the 2015 operating grant from FRSW and has not heard from them to date.

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

**MOTION 5: CARRIED**

ACTION: Tom Simpson to send follow-up letter regarding operating grant.

### **COMMITTEE REPORTS**

Mr. Simpson indicated since there was a new addition to the board at the last AGM, committee members will be appointed at the September meeting. As there is no education committee at the landfill, Mr. Simpson suggested eliminating the CMEI Education Committee, and if there are any education issues, a board member will be appointed to address that specific issue.

### **Monitoring**

See Business Arising.

### Special Projects

Tom Simpson reported that four projects (Grand Bay Primary, Morna Heights Home & School, Ketepec Scouts, and Westfield Scouts) have been received and invoiced to FRSW.

### **NEW BUSINESS**

1. *Domestic Well Testing:* Tom Simpson and Roberta Lee presented a potential list of changes to domestic well testing procedures:
  - Send letter by Canada Post or courier to each of the 69 homeowners. Names of homeowners or renters should be in the letter rather than just sending to “resident”
  - Include one of CMEI’s permission slips in letters to the 19 well owners not on the CMEI list
  - Include in the letter a specific time for collecting the water sample; schedule appointments for evening and/or weekends;
  - Ask recipients of the letters if they are owners or renters and request email address
  - Ask recipients to confirm appointment by e-mail or phone, or to request another appointment time if necessary
  - Establish a period of time for response and if no response, follow-up with a telephone call.

**ACTION:** Tom Simpson and Roberta Lee to continue with draft and e-mail out to directors for comments/agreement/confirmation.

2. *Date for September meeting:* the next meeting will be September 8 @5:30pm.
3. *Meals moving forward:* Tom Simpson requested input from board members regarding the provision of meals for the monthly meetings.

**ACTION:** Sue West to contact Jody’s Kitchen re: meals starting in September.

**MOTION 6: Kevin Robertson / Susan West – That the meeting be adjourned at 8:45 pm.**  
**MOTION 6: CARRIED**

The next regular meeting is scheduled for 5:30 p.m. 8 September 2015 at the KBM.

Respectfully submitted,  
Marlene Abbott, Recording Secretary