



MINUTES



CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)
Board of Directors Meeting
5 April 2016

The 5 April 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 5:35 p.m. by Vice-Chair, Roberta Lee.

In attendance: Patti Chisholm, Sandy Coffin, Peter Kierstead, Roberta Lee, Kevin Robertson, Ed Ross, Jim Stubbs

Regrets: Mike Bonga, Tom Simpson, Sue West

PRESENTATION OF THE AGENDA - Modifications & Additions

MOTION 1: Jim Stubbs / Peter Kierstead - That the agenda be accepted as presented.

MOTION 1: CARRIED

MINUTES FROM LAST MEETING - Corrections & Additions to 1 March 2016 Minutes

MOTION 2: Jim Stubbs / Ed Ross - That the minutes be accepted as presented.

MOTION 2: CARRIED

FUNDY REGIONAL SOLID WASTE (FRSW)

Roberta Lee reported that she had been in contact with Marc MacLeod by telephone on 4 April and received the following information:

- Domestic well reports: Marc met with staff from Gemtec and requested historical data be included with reports on domestic wells and that the reports be made more accessible to well owners;
 - Testing by Saint John Laboratories: Mr. MacLeod and Ron Nelson met with Apollos from SJ Lab to review the testing procedures and were reassured the proper procedures were being used. Marc requested SJ Lab to provide an inventory of all monitoring well sites and issues associated with the monitoring wells;
 - Annual Environmental Report: Results from the studies by Gemtec (to be sent under separate cover) have not been completed nor received by the General Manager of the landfill. Mr. MacLeod requested they be completed and sent as soon as possible. Mrs. Lee sent an outline of issues noted by CMEI in the Annual Report that might need further study to Mr. MacLeod (GM). As well a follow-up e-mail was sent indicating parameters for mercury and nitrate-nitrite needed further investigation;
 - Analysis of the domestic well data; Mr. MacLeod did not agree to include an analysis of Domestic Well data in the Annual Environmental Report. It may be included in the statistical analysis program, however no clear commitment was made. Discussion ensued. Board members agreed that CMEI should emphasize and focus on improving the testing and analysis of domestic wells.
 - Department of the Environment: the department is undergoing restructuring – the new staff member appointed as liaison to Crane Mountain Landfill has been replaced by another staff member. Mr. MacLeod will learn more about the restructuring at a conference he will be attending.
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BUSINESS ARISING FROM THE MINUTES

1. *Follow-up on Requests Made from CMEI Board to GM Marc MacLeod: (See FRSW Report)*
 - *To include Domestic Wells in Stats Analysis Program*
 - *To include Historical Data in Report Sent to Well Owners in the Form of a Spreadsheet*
 - *To include an analysis of Domestic Well Data in the Annual Environmental Report*
2. *Follow-up on status of Sedimentation Pond Discharge Testing:* Tom Simpson checked into this issue and discovered that the sedimentation pond discharge testing was mislabeled as underdrain by Gemtec. Ron Nelson's data from Saint John Laboratories for these entries indicate the sample was taken from the sedimentation pond. It was noted more clarification is needed. Bring forward to May meeting.
3. *Report of Nominating Committee:* Peter Kierstead reported there are three new candidates who have agreed to stand for office: Peter Furness (2-year term); Jane Tunney (1-year term); and Dale Kilpatrick (2-year term).

CORRESPONDENCE

No written correspondence was received in the mailbox. Roberta Lee requested a motion to pay reimbursement for the meal.

MOTION 3: Sandy Coffin / Kevin Robertson – That Treasurer be authorized to pay for item.

MOTION 3: CARRIED

CHAIR'S REPORT

Chair absent, no report.

TREASURER'S REPORT

Treasurer, Jim Stubbs, submitted a written Treasurer's report for the 5 April 2016 meeting. (copy on file) Opening balance: \$18,558.18; Total expenses: \$513.30; Closing balance: \$18,044.88. On February 4, 2016, Mr. Stubbs sent letters of request to FRSW for payment of CMEI's operating allowance and the partial refund (\$1,000) of the accounting fee for the 2014-15 financial review completed by Teed, Saunders & Doyle. No response to date.

MOTION 4: Ed Ross / Kevin Robertson - That Treasurer's Report be accepted as presented.

MOTION 4: CARRIED

ACTION: Tom Simpson to contact Marc MacLeod for update.

COMMITTEE REPORTS

Monitoring

See Business Arising.

Special Projects

Jim Stubbs attended the Fundy Regional Service Commission meeting to field any questions on the proposed Special Projects funding requests. The projects list was presented and approved as presented without questions. Mayor Norton expressed concern over the "shotgun approach" of spreading small amounts of money to many applicants and suggested that perhaps CMEI should consider funding larger projects.

NEW BUSINESS

1. *Response to Environmental Monitoring Program Annual Report 2015:* Roberta Lee solicited responses from Monitoring Committee members by email and presented some of these along with hers to the Board. She wrote up a list of issues raised in the Report that might need further study and sent it to the General Manager. (copy given to recording secretary). It was agreed that more discussion of these matters needs to take place.. Bring forward to May meeting.
2. *Retiring Board Member:* Mike Bonga has decided to step aside due to other board commitments. Bring forward to May meeting – suitable acknowledgement of years served on CMEI Board.
3. *CMEI AGM Preparations:* Members arrived at 4:30pm to set up chairs, tables, projector and screen.

MOTION 5: Kevin Robertson / Jim Stubbs – That the meeting be adjourned at 6:50 pm to ready for AGM at 7:00 pm.

MOTION 5: CARRIED

The next regular meeting of the CMEI is scheduled for 5:30 p.m. 3 May 2016 at the KBM.

Respectfully submitted,
Marlene Abbott, Recording Secretary