



# MINUTES



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

The 6 September 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 6:08 p.m. by Chair, Tom Simpson.

**In attendance:** Sandy Coffin / Dale Kilpatrick / Roberta Lee / Kevin Robertson / Ed Ross / Tom Simpson / Jim Stubbs / Jane Tunney

**Regrets:** Patricia Chisholm / Peter Furness / Peter Kierstead / Susan West

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

**MOTION 1: Jim Stubbs / Ed Ross - That the agenda be accepted as presented.**

**MOTION 1: CARRIED**

**MINUTES FROM LAST MEETING** - Corrections & Additions to 7 June 2016 Minutes

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

**MOTION 2: CARRIED**

**FUNDY REGIONAL SOLID WASTE (FRSW)**

Bring forward to the October meeting.

## **BUSINESS ARISING FROM THE MINUTES**

- Report on progress of conceptual model development:* Tom Simpson reported the Request for Proposal (RFP) was issued on June 20, with a closing date for bids by July 14 and July 7 meeting of bidders to ask questions. Roberta and Peter K. attended the meeting, presided by Peter Baxter. Nine bids were received. From July 14 – 20<sup>th</sup>, the proposals were reviewed by Roberta, Kevin, and Tom. On July 21, they met with Peter Baxter and Marc MacLeod to review the bids. All five were in consensus of the top three bids and sent them to Michael Black, WSP hydrogeologist to study them. July 25, Michael Black met with the group to review and write a three page draft report. August 8, the contract was awarded to **exp**. The kick-off meeting is scheduled for September 7 at the landfill and the timeline for completion of the model is January 2017.
  - Decide on items to take to DOE and timing of meeting:* Tom Simpson opened the discussion to prioritize the recommended stipulations for the ATO identified in the April 28, 2015 letter from **exp**. Most members noted Items 1 (post-closure bonding/insurance/liability), 2 (analysis of background station results), 4 (interpretation of data), and 5 (monitoring). Discussion ensued and it was noted the conceptual model currently being developed may resolve items 2, 4, and 5. Consensus was reached that Item #1 dealing with post-closure should be examined to identify preventative actions rather than a solution in the event of post-closure contamination. Points to consider include: time-line (30 years in post closure); the financial commitment; identify the first-payer; and remediation (what form will it take, and who will be responsible?) Tom Simpson also reported Jeff Porter has moved from DOE and new contacts will be named. Mr. Simpson expects to have the names for the October meeting of the CMEI.
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**MOTION 3: Roberta Lee / Kevin Robertson – That members of the CMEI meet with the D.O.E. in October/November of 2016 to address Item #1 and establish a working relationship with the new department members.**

**MOTION 3: CARRIED**

The request for a meeting to discuss items 2, 4, and 5 will be postponed until the conceptual model has been completed and reviewed (March 2017).

3. *Letters to domestic well owners not on our list (item brought forward from June meeting – not yet completed):* Tom Simpson reported there was a letter to well owners composed and sent by mail on August 22, and the reminder letter to Gemtec to contact the 19 well owners to request their permission for contact has not yet been completed.

### **CORRESPONDENCE**

Tom Simpson reported he had received on behalf of CMEI a customer satisfaction survey from **exp.** which he replied to electronically; an expense claim from Tom for meetings in Moncton; and a reimbursement for the meeting meal from Jim Stubbs. Chair, Tom Simpson requested a motion to pay reimbursements.

**MOTION 4: Sandy Coffin / Dale Kilpatrick – 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 September 2016 meeting to cover the months of June, July, and August. (copy on file) Opening balance: \$18,577.45; Total expenses: \$1,688.88; Closing balance: \$16,888.57. Mr. Stubbs reported the operating grant has not been received to date.

**MOTION 5: Roberta Lee / Jane Tunney - That Treasurer's Report be accepted as presented.**

**MOTION 5: CARRIED**

**ACTION:** Tom Simpson to send e-mail reminder to Marc MacLeod for payment of the operating grant.

### **COMMITTEE REPORTS**

#### **Monitoring**

See Business Arising.

#### **Special Projects**

Tom Simpson reported that 10 or 11 projects complete out of 18 projects including the Black History Society storyboard signage at Brundage Point, and Grand Bay Baptist Church community gardens project.

### **NEW BUSINESS**

No new business to report.

**MOTION 6: Kevin Robertson / Ed Ross – That the meeting be adjourned at 8:03pm.**

**MOTION 6: CARRIED**

The next regular meeting of the CMEI is scheduled for 5:30 p.m. 4 October 2016 at the KBM.

Respectfully submitted,  
Marlene Abbott, Recording Secretary