



# MINUTES



**CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)**  
**Board of Directors Meeting**  
6 June 2017

The 6 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 Vice Chair, Roberta Lee.

**In attendance:** Patricia Chisholm / Peter Furness / Peter Kierstead / Dale Kilpatrick / Roberta Lee / Jim Stubbs / Susan West

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

**MOTION 1: Peter Kierstead / Sue West - That the agenda be accepted with additions.**

**MOTION 1: CARRIED**

**MINUTES FROM LAST MEETING** - Corrections and/or additions to 2 May 2017 Minutes.

**MOTION 2: Peter Furness / Patti Chisholm - That the minutes be accepted with correction.**

**MOTION 2: CARRIED**

**FUNDY REGIONAL SOLID WASTE (FRSW)**

No report available.

## **BUSINESS ARISING FROM THE MINUTES**

1. *Follow-up on DOE meeting:* Roberta Lee reviewed the 4 May letter from Mark Glynn from D.O.E. which stated the FRSC owns and operates the Crane Mountain Landfill and therefore will be responsible for remediation and alternative water supply to impacted properties if there was a contamination event that was determined to have resulted from the landfill operations. Mrs. Lee noted there were two other requirements requested to be included in the next Approval to Operate from the November meeting with the D.O.E. that were not addressed in this letter. Mrs. Lee presented a copy of a draft letter to each of the board members for their feedback and remarks. Discussion ensued and it was agreed the 4 May letter should be shared with Marc MacLeod, GM of FRSW; and a letter should be sent in response to the 4 May letter to the D.O.E. regarding the outstanding requirements for the Approval to Operate.

**MOTION 3: Peter Kierstead / Dale Kilpatrick – That CMEI Executive write a letter to D.O.E. in response to the 4 May letter based on the draft presented at this meeting.**

**MOTION 3: CARRIED**

**ACTION:** Roberta Lee to implement suggested edits and circulate to the board for approval.

2. *Post Closure Committee report:* Peter Kierstead reported there are no meetings scheduled at this time.
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## **CORRESPONDENCE**

Roberta Lee reported the correspondence received on behalf of the CMEI since the last meeting included the letter from the D.O.E. and a permission slip from one more well owner. Jim Stubbs presented a receipt for the meal of \$124.20 for reimbursement. Mrs. Lee requested a motion to pay reimbursement.

**MOTION 4: Jim Stubbs / Sue West – That Treasurer be authorized to pay for item.**

**MOTION 4: CARRIED**

## **CHAIR'S REPORT**

See New Business.

## **TREASURER'S REPORT**

Treasurer, Jim Stubbs, submitted a written Treasurer's report for the 6 June 2017 meeting covering the month of May. (copy on file) Opening balance: \$32,084.96; Total expenses: \$325.90; Closing balance: \$31,759.06.

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

**MOTION 5: CARRIED**

Mr. Stubbs reported no cheques for the operating expenses or audit have been received from FRSW.

**MOTION 6: Jim Stubbs / Peter Furness - That a letter requesting payment be sent to Marc MacLeod, GM of FRSW from CMEI Executive.**

**MOTION 6: CARRIED**

**ACTION:** Roberta Lee to draft letter requesting payment of \$1,000.00 for financial review and the amount owing on the operating grant.

**ACTION:** Moving forward, Jim Stubbs to request Teed Saunders & Doyle invoice FRSW directly for their \$1,000.00 portion of the annual financial review and invoice CMEI separately for the balance.

## **COMMITTEE REPORTS**

### **Monitoring**

No report.

### **Special Projects**

No report.

## **NEW BUSINESS**

1. *Report on Numerical Model:* Roberta Lee read Tom Simpson's report from the June 1<sup>st</sup> meeting: On June 1, 2017, Tom Simpson met with Marc MacLeod and Peter Baxter to discuss getting started on the second phase of the numerical model project.

Mr. MacLeod opened the meeting by asking if everyone was okay with awarding the contract to **exp.** All agreed and Peter had put wording in the original RFP for the conceptual model that would allow the project without a new RFP. Discussion ensued timing of the award. Marc has sent the conceptual model report to Shaun Pelkey at Gemtec to review for the purpose of determining if FRSC should be asking for

anything that would make the model more useful as a tool, particularly with respect to record keeping and retrieval or other value add features. He expects this will take 2 – 4 weeks.

It was decided to ask **exp.** to prepare a proposal itemizing the work to be done with associated costs. The actual contract will be issued once input is received from Gemtec. Their overall quote was \$80,000. The request to the ETF was for \$96,000. Any additional work or professional services not included in the agreement with **exp.** will have to be covered by the FRSC budget. Hopefully, the agreement will be in place by July 1<sup>st</sup> with an end date target of January 31, 2018.

We also discussed progress on trigger parameters. Mr. Baxter will ask **exp.** to comment on appropriate parameters for detecting leachate in this setting. The goal is to have a few parameters that exist in leachate and are chemically stable in the geologic setting of the aquifer. He will have a student this summer to help with development of the program.

The Province of NB Environmental Trust Fund awards for 2017-18 were made public on 8 May 2017 and \$80,000 was awarded for the Crane Mountain Landfill Numerical Model Finalization project.

2. *June meetings be moved later in the month:* Tom Simpson sent a request for the board to consider holding the June meeting closer to the end of the month to be able to minimize the time gap over the summer as the board does not meet in July and August. The board members present reviewed the 2018 calendar and suggested the June meeting be moved to 19 June 2018.
3. *Electronic waste recycling:* The redemption centre in Grand Bay is now receiving electronic waste and paint for recycling. However, there is no advertising for this service. It was suggested it could be advertised on the Town of Grand-Bay website as well as the Crane Mountain landfill website.

**ACTION:** Sue West to contact Town of Grand Bay and Brenda McCallum at FRSW.

**MOTION 7: Sue West / Peter Kierstead – That the meeting be adjourned at 7:30pm.**

**MOTION 7: CARRIED**

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

Respectfully submitted,  
Marlene Abbott, Recording Secretary