



MINUTES



CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)
Board of Directors Meeting
5 December 2017

The 5 December meeting of the Board of Directors of Crane Mountain Enhancement Inc. (CMEI) was held at the Martinon Clubhouse, Westfield Road and was called to order at 6:22 p.m. by Chair, Tom Simpson.

In attendance: Patricia Chisholm / Peter Furness / Dale Kilpatrick / Roberta Lee / Kevin Robertson / Ed Ross / Jim Stubbs / Jane Tunney
Regrets: Peter Kierstead, Susan West

PRESENTATION OF THE AGENDA - Modifications & Additions

MOTION 1: Jim Stubbs / Dale Kilpatrick - That the agenda be accepted as presented.

MOTION 1: CARRIED

MINUTES FROM LAST MEETING - Corrections and/or additions to 7 November 2017 Minutes.

MOTION 2: Jim Stubbs / Patti Chisholm - That the minutes be accepted as presented.

MOTION 2: CARRIED

FUNDY REGIONAL SOLID WASTE (FRSW)

Tom Simpson reported he was in contact with Marc MacLeod and discussed operations, the gas system, recycling, compost, and the construction of cell #8.

- Operations: nothing new to report. The new tarps continue to work very well, shedding the water from rainfall which consequently reduces the leachate production;
- Gas System: the water separation issue has not been completely resolved. FRSW is dealing with two engineering firms and awaiting an agreement between them for final approval of the system. No change from November;
- Recycling: nothing new;
- Compost: the new compost building is complete and operational;
- Cell #8 construction: the gravel base is in place and the underdrain piping has been installed, ready to continue construction in the spring 2018.

BUSINESS ARISING FROM THE MINUTES

1. *Numerical Model Progress report (including progress on trigger parameter work by P. Baxter):* Tom Simpson reported he received a progress report from Peter Baxter via e-mail which he will forward to the Board. An update on the trigger parameters and concentration from Peter Baxter includes: the data collected and recorded in Excel will be parsed by an Access database; this database program has been developed and is almost complete. Roughly 60% of the Statistical data and trigger functions have been input; the whole program is subject to revisions based on the outcome of the numerical model or changes in the methodology for flagging triggers. Older data from the first 10-years will be considered
-

as background data and the triggers will be based on changes from the background as per the Ontario guidelines. Mr. Baxter expects there will be an item in the new Certificate of Approval with regard to completion of the project. The completion date of the 2015 Approval to Operate is 31 December 2017. The numerical model may impact the numbers and the monitoring wells.

2. *Response to letter from DOE:* Tom Simpson reported he received an e-mail thank you and acknowledgement that the letter had been received by Sheryl Johnstone. Copy of 17 November 2017 letter and e-mail response on file.
3. *Post Closure Investment Policy Committee report:* Tom Simpson reported he was speaking with Marc MacLeod and no further meetings have been scheduled. Mr. Simpson requested a volunteer to substitute for Peter Kierstead. Peter Furness volunteered to attend meetings Mr. Kierstead cannot attend.
4. *Use of Special Project funding / Signature projects:* Jim Stubbs reported on the meeting between Tom Simpson, Marc MacLeod, and himself. The three met to discuss the possibility of using Special Project funding to help the KBM with their financial issues. Until the KBM has resolved their issue with CRA, it would be unlikely Special Projects funding could be committed.

CORRESPONDENCE

Tom Simpson reported he submitted and received on behalf of the CMEI the 17 November letter to DOE and their electronic response; the invoice of \$109.71 for the evening meal and a request for reimbursement for a \$50.00 donation to the Kidney Foundation in memory of our recently deceased Board Member, Sandy Coffin. Mr. Simpson requested a motion to pay invoice and reimbursement.

MOTION 3: Ed Ross / Jane Tunney – That Treasurer be authorized to pay for the items.

MOTION 3: CARRIED

CHAIR'S REPORT

See Business Arising.

TREASURER'S REPORT

Treasurer, Jim Stubbs, submitted a written Treasurer's report for the 5 December 2017 meeting covering the month of November. (copy on file) Opening balance: \$53,569.49; Total expenses: \$660.00; Closing balance: \$52,909.49.

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

MOTION 4: CARRIED

COMMITTEE REPORTS

Monitoring

See Business Arising.

Special Projects

Mr. Simpson reported all of the projects have been completed and invoices paid out. After A-List was completed, \$2,470.81 was awarded to River Valley Community Centre, the first on the B-List.

NEW BUSINESS

1. *Certificate of Approval review by CMEI prior to issue (Trigger Parameters and Financials):* Tom Simpson clarified the terminology “Certificate of Approval” (C of A) is what was once referred to as the Approval to Operate. Mr. Simpson suggested CMEI write a letter requesting the review of the C of A since the numerical model will not be available until March and CMEI request the C of A be a one-year term. Discussion ensued.

MOTION 5: Jim Stubbs / Kevin Robertson – That the CMEI write a letter to the Department of Environment requesting a copy of the new C of A to review prior to issue and request a one-year certificate term.

MOTION 5: CARRIED

ACTION: Tom Simpson to circulate draft for feedback. Board members provide feedback.

2. *Location of monthly meetings:* Tom Simpson has booked the Martinon Clubhouse from December 2017 – June 2018 and expects a single invoice for the booking. Monthly fee will be \$20/meeting.

ACTION: Recording Secretary to follow up with Katrina McElhinney to confirm dates.

MOTION 6: Patti Chisholm / Peter Furness – That the meeting be adjourned at 7:22pm.

MOTION 6: CARRIED

The next regular meeting of the CMEI is scheduled for 5:30 p.m. 2 January 2018, Martinon Clubhouse.

Respectfully submitted,
Marlene Abbott, Recording Secretary