



MINUTES



CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)
Board of Directors Meeting
6 February 2018

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

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

Regrets:

PRESENTATION OF THE AGENDA - Modifications & Additions

MOTION 1: Kevin Robertson / Peter Furness - That the agenda be accepted as presented.

MOTION 1: CARRIED

MINUTES FROM LAST MEETING - Corrections and/or additions to 9 January 2018 Minutes.

MOTION 2: Sue West / Patti Chisholm - That the minutes be accepted as presented.

MOTION 2: CARRIED

FUNDY REGIONAL SOLID WASTE (FRSW)

Tom Simpson reported he was unable to contact Marc MacLeod prior to meeting - no report.

BUSINESS ARISING FROM THE MINUTES

1. *Numerical Model Progress report (including progress on trigger parameter work by P. Baxter):* Tom Simpson reported that he was in contact with Peter Baxter and he didn't have an update from **exp.** but was confident the model will be completed on schedule. According to the grant agreement with NBETF the project must be completed, reviewed, and billed before 31 March 2018.
2. *Discuss Dec. 14, 2017 incident:* Tom Simpson reviewed the incident report (14 December 2017) and the detailed emergency report (22 December 2017) from FRSC to the DOE and the 5 February 2018 report by Gemtec. The detailed emergency report included Gemtec's mitigation recommendations. Copies of documents were submitted for files. Discussion ensued and a motion put forward.

MOTION 3: Roberta Lee / Peter Furness – That CMEI Board contact Marc MacLeod to confirm in writing the mitigation measures outlined in the Gemtec report of 5 February 2018 and request information on standard operating procedures for moving heavy equipment onto and off of cell working areas.

MOTION 3: CARRIED

ACTION: Tom Simpson to circulate Operations Manual by e-mail to Board.

CORRESPONDENCE

Tom Simpson reported he submitted and received on behalf of the CMEI: a letter to Marc MacLeod re: comments to DOE; an invoice from Teed Saunders & Doyle for year-end review \$2,357.50; reimbursement receipt of \$110.40 for the evening meal and one for a printer toner cartridge for recording secretary \$74.67; and an official tax receipt from the Kidney Foundation for the CMEI donation in memory of Sandy Coffin. Mr. Simpson requested a motion to pay invoice.

MOTION 4: Ed Ross / Dale Kirkpatrick – That Treasurer be authorized to pay for the item.

MOTION 4: CARRIED

CHAIR'S REPORT

See Business Arising.

TREASURER'S REPORT

Treasurer, Jim Stubbs, submitted a written Treasurer's report for the 6 February 2018 meeting covering the month of January 2018. (copy on file) Opening balance: \$52,295.28; Total expenses: \$404.40; Closing balance: \$51,890.88.

MOTION 5: Jane Tunney / Sue West - That Treasurer's Report be accepted as presented.

MOTION 5: CARRIED

Mr. Stubbs reported when he went in to pick up the year-end review, the auditor noted concern over the high bank balance. Mr. Stubbs explained the project for 2017-18 was a joint effort between CMEI and FRSW and paid by a grant from the Environmental Trust Fund. The concern is the agreement with the landfill for the annual operating grant is based on the bank balance remaining under \$60,000.00. Any balance above that amount will be clawed back by FRSW. To avoid a claw-back, CMEI will need to invest a minimum of \$14,000 in projects by 31 October 2019. Discussion ensued and it was decided the Board will wait until the numerical model is completed before considering further large projects.

COMMITTEE REPORTS

Monitoring

See New Business.

Special Projects

Tom Simpson reported six applications have been received to date. Deadline is 15 February 2018.

NEW BUSINESS

1. *Meeting room to review projects:* Tom Simpson reported the Martinon Clubhouse was available for the Special Projects Committee to meet and review the project applications. Rental fee - \$20.00.
2. *Gemtec letter to well owners:* Roberta Lee circulated copies to review of the domestic well sampling letters from Gemtec to the domestic well owners. Discussion ensued about making the letter more clear and concise.
3. *Ad for AGM to April issue of The District:* When payment of the final invoice for the Special Projects ads in the District News were made, their represented asked if CMEI wanted an ad in the March issue

notifying the public of the AGM. Since the CMEI AGM is in May, Tom Simpson booked the ad for the April issue.

4. *Elect Secretary:* Due to the untimely death of Peter Kierstead, the position of Secretary of the Executive has been unfilled since December. Jim Stubbs nominated Susan West and she agreed to let her name stand. Mr. Simpson requested further nominations three times. There were no further nominations. Mrs. West was elected unanimously.

MOTION 7: Sue West / Jane Tunney – That the meeting be adjourned at 7:55pm.

MOTION 7: CARRIED

The next regular meeting of the CMEI is scheduled for 5:30 p.m. 6 March 2018, Martinon Clubhouse.

Respectfully submitted,
Marlene Abbott, Recording Secretary