



MINUTES



CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)
Board of Directors Meeting
3 April 2018

The April 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 6:14 p.m. by Vice Chair, Roberta Lee.

In attendance: Patricia Chisholm / Dale Kilpatrick / Kevin Robertson / Ed Ross / Jim Stubbs / Jane Tunney
Regrets: Peter Furness, Tom Simpson, Sue West

PRESENTATION OF THE AGENDA - Modifications & Additions

MOTION 1: Jim Stubbs / Jane Tunney - That the agenda be accepted as presented.

MOTION 1: CARRIED

MINUTES FROM LAST MEETING - Corrections and/or additions to 27 February 2018 Minutes.

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

MOTION 2: CARRIED

FUNDY REGIONAL SOLID WASTE (FRSW)

Although Tom Simpson sent regrets to the meeting, he was in contact with Marc MacLeod and submitted the following report:

- Cell 8 - construction work has gone to Tender. The sub-base work was done by Keel Construction.
- Recycling - It is getting harder to sell recyclables especially plastics. Too much contamination buyers want a purer product.
- Operations – Everything is going well.

BUSINESS ARISING FROM THE MINUTES

1. *Numerical Model Progress report (including progress on trigger parameter work by P. Baxter):* Tom Simpson submitted a report that he was in contact with Peter Baxter and the numerical model draft is complete and is being reviewed by WSP Engineering. The report on the review is expected shortly. The invoices have been paid and submitted to the Environmental Trust Fund. Presently no date set has been set for a meeting or presentation, although Marc MacLeod is hoping to have the meeting between April 19 and 27th. Once a date is fixed Mr. Simpson will circulate the information to the Board via e-mail. Vice-Chair, Roberta Lee encouraged as many CMEI Directors to attend as possible to be able to discuss the presentation at the next meeting and consider having John Sims from **exp.** to report to CMEI to identify future steps to the program.

The triggers program is almost complete. Recently, Marc MacLeod, Chris Harnett, and Peter Baxter attended a training course for landfill design in the US. One of the lecturers was a hydrogeologist who has been working on trigger parameters for 15 years. After the session, Mr. Baxter took the opportunity to compare notes with the lecturer. Both are using the Microsoft Access database program and in comparing his work to hers, Mr. Baxter feels encouraged about the program he has developed.

2. *Discuss letter to Marc in response to the Dec. 14 incident:* Roberta Lee reviewed the letter from CMEI to Marc MacLeod dated 14 March 2018 (circulated by e-mail from Chair, Tom Simpson, to Board on 27 March 2018). Discussion ensued.

ACTION: Roberta Lee and Tom Simpson will follow up with Marc McLeod for a response to the letter and to set a meeting to discuss it.

3. *Vote to make e-mail vote on BBH project official:* Roberta Lee reviewed the options from the e-mail message of 5 March 2018 circulated by Tom Simpson per Motion 5 from the 27 February 2018 meeting of CMEI. Option 2 came as a result of questions surrounding the amount requested for an on-site manager and Stewardship Co-ordinator. After discussion via e-mail it was decided Special Projects would fund \$1,000 toward the Stewardship Coordinator fee and the full amount requested for removal of invasive species (woodland angelica) and trees for planting.

MOTION 3: Jim Stubbs / Dale Kilpatrick - That the Board of CMEI agrees to Option 2 to approve the full amount - \$1,000.00.

MOTION 3: CARRIED

4. *Report on projects approval from the FRSC meeting (Jim):* Jim Stubbs reported that he attended the 26 March meeting of the FRSC for the presentation of the Special Projects recommendations. The recommendations were approved as presented with no discussion. Tom Simpson notified all applicants of the decisions and awards.

CORRESPONDENCE

Roberta Lee reported that an invoice from District News for the AGM ad for \$138.00 had been received as well as a reimbursement receipt for the meal \$71.98. Mrs. Lee requested a motion to pay invoice and reimbursement.

MOTION 4: Ed Ross / Kevin Robertson – 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 3 April 2018 meeting covering the month of March 2018. (copy on file) Opening balance: \$49,194.31; Total expenses: \$246.00; Closing balance: \$48,948.31.

MOTION 5: Kevin Robertson / Dale Kilpatrick - That Treasurer’s Report be accepted as presented.

MOTION 5: CARRIED

Mr. Stubbs reported at the same 26 March meeting of FRSC, two agenda items dealt with CMEI – payment for annual review – motion to be paid immediately; and for the operating grant – motion to be paid by end of October. Both motions carried.

COMMITTEE REPORTS

Monitoring

See Business Arising.

Special Projects

See Business Arising.

NEW BUSINESS

1. *Preparations for AGM:* Roberta Lee reviewed the task list from the 2017 AGM. Board members volunteered to be responsible for:

Tom Simpson: complete and present the Chair's Report; Special Projects Report; provide screen, projector, extension cord

Roberta Lee: complete and present the Monitoring Committee Report; e-mail invitation to former CMEI Board members; write PSA for Jane Tunney

Jim Stubbs: complete and present the Treasurer's Report; provide water; arrange signage at Martinon Clubhouse to advertise the meeting

Kevin Robertson: Chair Nominating Committee, complete and present Nominating Committee Report; help with set up of tables and chairs

Jane Tunney: deliver PSA on CBC to advertise meeting – air Monday, April 30 and Tuesday, May 1

Sue West: pick up pizza for monthly meeting at 5:00pm

Ed Ross: key to clubhouse; set up tables and chairs

Recording Secretary: agendas for 2018 AGM; minutes of 2017 AGM; sign in sheet; paper, pencils, ballots; Notice of meeting from District News

Time for Set Up: 4:30pm; Monthly meeting: 5:00pm; AGM: 7:00pm

2. *Appoint Nominating Committee:* Roberta Lee reviewed the slate of current candidates for 2-year term: Tom Simpson, Jim Stubbs, Ed Ross, Sue West, Peter Furness, and Dale Kilpatrick. The Nominating Committee will consist of Kevin Robertson, Chair, Patti Chisholm and Jane Tunney. All Board members are encouraged to put forth nominees to the Nomination Committee. The task of the Nominating Committee will be to contact the six current Directors to confirm they will re-offer and to actively seek two new board members to fill 1-year term vacancies left by the untimely deaths of Sandy Coffin and Peter Kierstead.

MOTION 6: Ed Ross / Patti Chisholm – That the meeting be adjourned at 7:35pm.

MOTION 6: CARRIED

The next regular meeting of the CMEI is scheduled for 5:00 p.m. 1 May 2018, followed by the 2018 AGM at 7:00pm located in the basement level of the Martinon Clubhouse.

Respectfully submitted,
Marlene Abbott, Recording Secretary