



DRAFT MINUTES



CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)
Board of Directors Meeting
7 December 2021

The December meeting of the Board of Directors of Crane Mountain Enhancement Inc. (CMEI) was called to order at 6:37 p.m. by Chair, Tom Simpson.

In attendance: Laura Bonga / Jon Bidgood / Patricia Chisholm / John Doubt / Neil Jacobsen / Mark Richards / Jim Stubbs / Jane Tunney

Regrets:

PRESENTATION OF THE AGENDA - Modifications & Additions

MOTION 1: Jane Tunney / Mark Richards - That the agenda be accepted with additions to Business Arising and New Business.

MOTION 1: CARRIED

MINUTES FROM LAST MEETING - Corrections and/or additions to 2 November 2021 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 that he spoke with Marc MacLeod via telephone and everything at the landfill is working fine. The recent heavy rains have resulted in increased trucking of leachate. Mr. Simpson was tasked to request a landfill tour for the Board. Mr. MacLeod preferred to postpone the tour until April or May of 2022 due to Covid-19 restrictions, and depending upon weather. The tour is conducted by bus and it was unanimously agreed that CMEI be billed for the use of the bus.

BUSINESS ARISING FROM THE MINUTES

1. *Website Update:* John Doubt presented the updated website design mock-up created by grade 9 students at Brilliant Labs. The website is created in WordPress and should address the useability issues with the former platform. City & District will continue to host the website at the entry level price structure currently paid by CMEI. Mr. Doubt presented a new logo design and the proposed new information tabs, and would like the Board to consider how or what information should be archived. Discussion ensued and it was noted that logo design was not the primary concern of the upgrade and re-branding of CMEI would be another process.

ACTION: Tom Simpson to circulate the mockup URL to board members for their comments.

2. *Letter to Marc MacLeod re: 2019 Annual Monitoring Report:* Tom Simpson reported that Marc MacLeod would like Peter Baxter to review the letter before he replies definitively.
3. *Monitoring Committee (John, Neil, Laura):* Chair of the Committee, John Doubt, read the minutes of the Monitoring Committee meeting held 1 November 2021. In attendance were John Doubt, Laura Bonga, Neil Jacobsen, and guest, Charly Bonga. Key items discussed included: the need to have: a

detailed Terms of Reference for the Monitoring Committee, including a well-defined mandate, clear deliverables, and clarity with respect to governance and reporting duties / responsibilities; to understand the role, mandate, and history of CMEI-related monitoring activities, including the watershed database that is under development; and, a well-defined Committee work plan on a go-forward basis that includes leveraging the CMEI's recent investment in data loggers. The Committee also discussed the need to initially focus on groundwater and surface water related issues, while expanding the Committee's focus over time to monitor other operating practices, including the landfill's approach to recycling and sustainability issues. The Committee also set Action Items to achieve before their next meeting later in December, including: to determine whether there is an existing Terms of Reference for the CMEI Monitoring Committee; schedule a virtual briefing meeting with **exp.** for the Committee and any interested board members; review, inventory, organize legacy information from Roberta Lee; and finalize a Terms of Reference and a 2022 work plan which would ideally include the **exp.** briefing session, and a site visit to Crane Mountain Landfill involving both **exp.** and Gemtec. Discussion ensued and it was questioned whether a non-board member can sit on a CMEI Committee. It was suggested as there are openings on the Board that Charly Bonga should be invited to become a member.

4. *Aerial Photos*: Tom Simpson presented a slide show of the aerial photos taken by Wilson Studios on 10 November 2021. Mr. Simpson identified the landfill layout, current and capped solid waste cells, as well as the surrounding area. The current projected lifespan of the Crane Mountain Landfill is to 2048. The jpeg photos were received in two resolutions: high-resolution for print reproduction and the lower resolution for website publishing.

ACTION: Tom Simpson to curate the photos for inclusion on website.

CORRESPONDENCE

Tom Simpson reported, on behalf of CMEI, he received: an e-mail from Amanda Hamm looking for sponsorship for an outdoor artificial ice surface for the area to be located in Grand Bay; aerial photos from Wilson Studios (\$1,292.60); as well as invoices from Canada Post for post box renewal (\$220.11) and from the Royal Canadian Legion for a Remembrance Day wreath laid on behalf of CMEI (\$55.00).

CHAIR'S REPORT

See Business Arising.

TREASURER'S REPORT

Treasurer, Jim Stubbs, submitted a written Treasurer's report covering the period of November 2021. Opening balance: \$70,529.83; No Income; Total expenses: \$1,722.96; Closing balance: \$68,608.87. (copy on file)

MOTION 3: John Doubt / Jane Tunney - That Treasurer's Report be accepted as presented.

MOTION 3: CARRIED

Mr. Stubbs noted he is usually contacted by the Legion regarding the laying of a Remembrance Day wreath and brings the item to the Board for a Motion to purchase the item. This year, the wreath was laid on behalf of CMEI without confirmation of the order and the invoice paid upon receipt.

COMMITTEE REPORTS

Monitoring

See Business Arising

Special Projects

Tom Simpson reported the Martinon Clubhouse window project has been completed and invoices submitted to FRSW. The accessible playground project for Westfield School has been delayed until February 2022 and Marc MacLeod has moved the project money into fiscal 2022 until the project can be completed.

NEW BUSINESS

1. *KBM booking and meeting schedule for 2022*: Patti Chisholm will contact KBM and book the space from January - June; and September - December. Meetings will continue to be held on the first Tuesday of the month.
2. *Local Governance Reform Impact on Crane Mountain Landfill*: Prior to the meeting, Neil Jacobsen circulated a press release from the GNB Department of Environment and Local Government to the Board. Mr. Jacobsen noted CMEI should be aware of how its stewardship role may be affected in light of the recent white paper describing the expanded role and mandate of regional services commissions. Discussion ensued.

ACTION: Neil Jacobsen to reach out to his contact in Fredericton to further understand how landfills will be handled.

MOTION 4: Patti Chisholm / Mark Richards – That the meeting be adjourned at 8:29 pm.

MOTION 4: CARRIED

The next regular meeting of the CMEI is scheduled for 4 January, 2022 at 6:30 p.m. at KBM or virtual.

Respectfully submitted,

Marlene Abbott
Recording Secretary