



DRAFT MINUTES



CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)
Board of Directors Meeting
5 April 2022 - Virtual

The April meeting of the Board of Directors of Crane Mountain Enhancement Inc. (CMEI) was called to order at 6:36 pm by Chair, Tom Simpson.

In attendance:, Jon Bidgood, Patti Chisholm, John Doubt, Neil Jacobsen, Mark Richards, Gina Simpson, Tom Simpson, Jim Stubbs, Jane Tunney

Regrets: Laura Bonga

PRESENTATION OF THE AGENDA

Motion 1: That the April 5th, 2022 agenda be accepted as presented.

Moved by: John Doubt

Seconded by: Jane Tunney

Motion 1: Carried

MINUTES FROM LAST MEETING

Motion 2: That the minutes from the March 1st, 2022 meeting be accepted as presented.

Moved by: Jim Stubbs

Seconded by: Mark Richards

Motion 2: Carried

FUNDY REGIONAL SOLID WASTE REPORT (FRSW)

Discussion: The project applications were approved as presented.

BUSINESS ARISING FROM THE MINUTES

1. **Website Update:** John Doubt spoke with Brilliant Labs. They've begun to resolve some of the issues and hopefully will be moving forward with the site update soon.
2. **Letter to Marc MacLeod:** Currently waiting to schedule a meeting.
3. **Update on Ongoing Work by exp.:** At the end of April, Peter Baxter and a technician from exp. will take measurements to determine the amount of cable needed and the specific wells to be used. They don't anticipate any issues and deployment is targeted for the middle of May.
4. **Meeting with exp.:** Tom Simpson received an email this evening regarding a meeting date in early May (May 5 or 6) with John Sims and Fred Baechler. The committee members are available and they will draft a list of items to include on the meeting agenda.

CORRESPONDENCE

1. **Telegraph Journal:** Jane Tunney has been in contact with the Telegraph Journal regarding the AGM notice. Tentatively aiming to place the ad on Good Friday (April 15th) as it must be run no less than 2 weeks before the AGM. Waiting for a response as to whether the paper is published that day. If that happens to be the case, the ad can be printed in the Thursday, April 14th publication. The Telegraph Journal also indicated that CMEI may be able to be invoiced for the cost of running the notice.

CHAIR'S REPORT

Discussion: No new items to report.

TREASURER'S REPORT

Motion 3: That the Treasurer's Report for the period ending March 2022 be accepted as presented.

Discussion: Report submitted by Treasurer Jim Stubbs, covering the period ending March 2022. Opening balance: \$68, 987.92; Income: NIL; Total expenses: \$5903. (Gift for previous employee, Recording Secretary salary, Data loggers and Financial Review); Closing balance: \$63,084.92. (copy on file). Financial review has been completed and forwarded by Jim Stubbs. Sent a letter to Marc MacLeod asking for FRSC to submit the commitment for their part of the audit (\$1000.00). Operating grant should be coming in full.

Moved by: John Doubt

Seconded by: Jon Bidgood

Motion 3: Carried

COMMITTEE REPORTS

Monitoring Committee

Discussion: No new items to report.

Special Projects Committee

Discussion: The FRSC met and approved special projects on March 28 and notices were sent out on March 29 to applicants. Tom Simpson was in contact with Cindy McCready regarding Westfield School's new playground equipment. It was supposed to arrive in February and unfortunately delivery has been pushed back.

NEW BUSINESS

1. Assign tasks for AGM.

Discussion: Mark Richards will be stepping aside and not reoffering. Thank you to Mark for all of his time on the Board. Jim Stubbs will also be stepping aside and not reoffering. Thank you to Jim as well for all of his work with the board. The Board will need at least 3 or 4 individuals to fill empty positions. The boundaries to recruit directors extends to the Grand Bay-Westfield town line. Reviewed AGM Action Item document forwarded by Tom Simpson.

Action Items: Neil Jacobsen to create a one-page document outlining the responsibilities of a board member. Jane Tunney to submit a Public Service Announcement regarding the AGM to the CBC. Tom Simpson will reach out to Peter Furness to discuss placing a notice at the Martinon Community Centre. Note: these action items have been added to the document labelled “Action Items CMEI AGM 2022 (Edited - April 5)”.

2. Election of Treasurer.

Motion 4: Motion to elect Patti Chisholm as the Treasurer of the Board effective at the conclusion of the AGM on May 3rd.

Moved by: Mark Richards

Seconded by: Jane Tunney

Motion 4: Carried

Action Item: Jim Stubbs to meet with Patti Chisholm after the AGM.

Motion 5: Motion to add Patti Chisholm and John Doubt as co-signers on the CMEI bank account at the Scotiabank in Grand Bay-Westfield and to remove Jim Stubbs and Roberta Lee.

Discussion: Signing authority for CMEI requires two signatures traditionally members of the Executive Committee.

Moved by: Mark Richards

Seconded by: Jane Tunney

Motion 5: Carried

Action Item: Patti Chisholm, John Doubt and Jim Stubbs to make arrangements for new signature cards at the Scotiabank in Grand Bay after the conclusion of the AGM.

3. Elect chair of the Nominating Committee.

Discussion: Mark Richards has offered to be chair of the Nominating Committee as he is not reoffering as a member of the board.

Action Items: All current board members to send names of interested candidates to Mark Richards.

ADJOURNMENT

Motion 6: That the meeting be adjourned at 7:44 pm.

Moved by: Patti Chisholm

Seconded by: Jane Tunney

Motion 6: Carried

NEXT MEETING

The next regular meeting of the CMEI is scheduled for May 3rd, 2022 at 6:00 p.m. at the KBM, followed immediately by the Annual General Meeting at 7:00 pm. We are planning a meal prior to the monthly meeting at 5:30.

Respectfully submitted,

Gina Simpson - Recording Secretary