



# MINUTES



**CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)**  
**Board of Directors Meeting**  
1 November 2011

The 1<sup>st</sup> November 2011 meeting of the Board of Directors of Crane Mountain Enhancement Inc. (CMEI) was held at the KBM, Westfield Road and was called to order at 6:00 p.m. by Chair, Tom Simpson.

**In attendance:** Ken Anthony, David Bowen, Sandy Coffin, Paul Crilley, Peter Kierstead, Kathy Lawrence, Roberta Lee, Roger McKenzie, Fred Steeves, Jim Stubbs

**Regrets:** Mike Bonga

**FRSWC** – Rob Fowler was introduced to the Board of Directors and presented a brief report on his early experience with FRSWC and expects to have a full report for the next meeting.

## **MINUTES FROM LAST MEETING**

### **Corrections & Additions**

**MOTION 1: Paul Crilley / Sandy Coffin - That the minutes be accepted as presented.**

**MOTION 1: CARRIED**

## **BUSINESS ARISING FROM THE MINUTES**

1 Tom Simpson gave an update on the collection of domestic well permissions. Permission Statements from 44 unique addresses of the 69 potential addresses from have been received, with the expectation of a few more to come. Roberta Lee noted that the number of wells being tested by Gemtec has gone down from the original 69 over the years. David Bowen suggested that CMEI consider a subsidized local water-testing program. The Monitoring Committee will discuss the suggestion and make a proposal back to the Board.

**ACTION:** Peter Kierstead to find out the best time of year to offer a local well testing program.

2 Tom Simpson reported on the update on communications with the Department of Environment. There has been no communication from the Minister or her department in response to the CMEI letter dated September 16<sup>th</sup>. Mr. Simpson suggested contacting the Minister, with a copy to the Deputy Minister by e-mail with an attachment of the September 16<sup>th</sup> letter requesting confirmation of receipt of the letter and asking again whether they will be considering CMEI's request. Ken Anthony suggested if there is no reply in two weeks after the e-mail that CMEI should follow up with a telephone call.

**MOTION 2: David Bowen / Kathy Lawrence - That an e-mail with attachment be sent to the Minister of Environment requesting acknowledgement of receipt and response to the correspondence with a copy to the Deputy Minister.**

**MOTION 2: CARRIED**

**ACTION:** If there is no reply in two weeks after the e-mail that Tom Simpson will follow up with a telephone call.

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## **CORRESPONDENCE**

Tom Simpson reported letters were received from: Huestis Insurance (an e-mail vote for approval to pay occurred since the last meeting) insurance premium paid and a copy submitted for file; City & District invoice for web hosting; FRSWC invoice for re-imbusement for busing students to the landfill for education sessions; letter from intact insurance informing CMEI that it has purchased AXA Canada and would be the new insurance carrier (Huestis Commercial Insurance continues as broker); letter from NBCC to solicit the annual CMEI bursary and a follow up telephone call that NBCC had received the cheque in the mail; payment for the meal.

**MOTION 3: Ken Anthony / Peter Kierstead – That invoices received be paid by Treasurer.**

**MOTION 3: CARRIED**

## **CHAIR'S REPORT**

Tom Simpson reported his activities were related to the permission statements for the domestic well project. The addresses have been recorded in a spreadsheet, and a letter has been written to go out with them to Gemtec (copy on file). Feedback from **exp** on the technical information to request has been incorporated in the letter.

## **TREASURER'S REPORT**

Treasurer, Jim Stubbs, submitted a written report for the November 2011 meeting. (copy on file) Mr. Stubbs read the report into the minutes. Opening balance \$51,071.03; total income: \$4.80 (interest); total expenses of \$4,981.12. Total closing balance, \$46,094.71.

**MOTION 4: Roger McKenzie / Sandy Coffin – To accept Treasurer's Report as presented.**

**MOTION 4: CARRIED**

## **COMMITTEE REPORTS**

### **Education**

No Report.

### **Monitoring**

See Business Arising.

### **Special Projects**

Tom Simpson reported the balance of the Special Projects invoices and learned at the last FRSWC meeting that Marc MacLeod had signed those cheques on October 6<sup>th</sup>. Fred Steeves reported on the progress of the glass replacement in the bus shelter at the Martinon Clubhouse. Funds remaining will pay for defibrillator for the FRSWC. The total for grants this year was over \$83,000.00.

## **NEW BUSINESS**

- 1 Tom Simpson reported it was time to get ads into the River Valley News for the 2012 Special Projects. Mr. Simpson suggested instead of the usual formats (two ¼ page ads and one ½ page ad) that three ¼ page ads in the December, January and February issues would suffice.

**MOTION 5: Jim Stubbs / Fred Steeves – That the above formatted ads for Special Projects be placed in the River Valley News.**

**MOTION 5: CARRIED**

- 2 Tom Simpson reported on the follow-up on the “Action Plan” – there are four items on Marc MacLeod’s plan listed to be considered in 2011. Mr. MacLeod informed Mr. Simpson after the October FRSWC meeting that the items would be brought forward for consideration at the November or December FRSWC meetings.
- 3 Tom Simpson was not sure if the underdrain monitoring system had been recommissioned, but will ask Marc MacLeod. If it has been recommissioned, Mr. Simpson would like to review what kind of readout/printouts are available and ask for a tour of the system.

**ACTION:** Tom Simpson to arrange a tour of underdrain monitoring system (if recommissioned) for all interested Board members.

- 4 Jim Stubbs reported a request from the Legion to CMEI to purchase a #14 wreath for Remembrance Day (cost \$40.00). Kathy Lawrence reported the Remembrance Day Memorial will be at River Valley Middle School gymnasium at 10:45 a.m. and she will lay the wreath on behalf of CMEI.

**MOTION 6: Jim Stubbs / Paul Crilley – That CMEI pay \$40.00 to purchase a #14 wreath for Remembrance Day.**

**MOTION 6: CARRIED**

**ACTION:** Kathy Lawrence to lay the wreath on behalf of CMEI.

- 5 Jim Stubbs requested a replacement printer cartridge be purchased for the Recording Secretary’s laser printer.

**MOTION 7: Ken Anthony / Roger McKenzie – That the purchase of a replacement cartridge be authorized and to purchase a new printer cartridge.**

**MOTION 7: CARRIED**

- 6 The Recording Secretary will contact KBM regarding 2012 meeting dates.

**MOTION 8: Jim Stubbs / Fred Steeves - Moved the meeting be adjourned at 7:40 p.m.**

**MOTION 8: CARRIED**

The next regular meeting is scheduled for 5:30 p.m. December 6, 2011 at the KBM.

Respectfully submitted,  
Marlene Abbott, Recording Secretary