



MINUTES



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

The 1 February 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 6:10 p.m. by Chair Tom Simpson.

In attendance: David Calvin, Paul Crilley, Peter Kierstead, Kathy Lawrence, Roberta Lee, Elmer Mersereau, Tom Simpson, Jim Stubbs

Regrets: Ken Anthony, Mike Bonga, David Bowen, Roger McKenzie

FRSWC - Richard McLean

FRSWC

Richard McLean reported that recycling numbers are up, composting is holding its own and FRSWC ended the year with a slight surplus. The generator is running well, the problem was with Saint John Energy lines and that has been solved. Shaun Pelkey from Gemtec and Marc MacLeod have not successfully made contact regarding the underdrain system. At the last meeting Mr. McLean was going to check into the rain gauge on site. According to Mr. MacLeod the rain gauge is there and working, however, Mr. McLean did not know if the data was collected and used for environmental reports per the ADI recommendations.

ACTION: Mr. McLean to follow-up with Mr. MacLeod re: what the data collected from the on-site rain gauge is being used for and will report back at the next meeting of CMEI.

MINUTES FROM LAST MEETING

Corrections & Additions

MOTION 1: Paul Crilley / Jim Stubbs - That the minutes be accepted as presented.

MOTION 1: CARRIED

BUSINESS ARISING FROM THE MINUTES

- 1 From the previous minutes, David Calvin to contact Alan Titus to ask how the sign at the arena was meant to be used.
 - 2 Roberta Lee reported a letter has been written to the FRSWC (cc: Marc MacLeod, GM) regarding trigger concentrations and has been submitted for the February 2011 meeting of FRSWC. Tom Simpson and Mrs. Lee met with Mr. MacLeod to discuss trigger concentrations
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and his plans for setting them. Although they didn't match with what was requested in the letter, it was agreed to see what Mr. MacLeod has planned and have CMEI experts evaluate the effectiveness of what Mr. MacLeod is suggesting.

CORRESPONDENCE

Tom Simpson reported he had received letters from UNB, one a letter of thanks, and the other with the names and short biographies of the recipients of the CMEI Fundy Environmental Scholarship. Mr. Simpson also received invoices for the January ad in the River Valley News (\$225.00 + HST) and Teed Saunders Doyle for the audit (\$2,000.00 + HST). CMEI will pay for audit and submit paperwork to FRSWC for a rebate for their portion. As well, \$125.00 to Kathy Lawrence for providing the meal for the meeting.

**MOTION 2: Peter Kierstead / David Calvin – That the above invoices be paid by Treasurer.
MOTION 2: CARRIED**

CHAIR'S REPORT

Tom Simpson reported that he and Roberta Lee have discussed the scope of the monitoring project and have met with Marc MacLeod regarding the trigger concentrations and the action plan and CMEI priorities. No priorities were given at the meeting, as Mr. Simpson suggested putting a committee together which would include members of the executive as the monitoring committee is down two members for the winter months (see New Business). Mr. Simpson has also done some work regarding the school environmental projects (see Education Report).

TREASURER'S REPORT

Treasurer, Jim Stubbs, submitted a written report for the February 2011 meeting. (copy on file) Mr. Stubbs read the report into the minutes. Opening balance \$36,568.66; total income: \$4.76; total expenses of \$430.50. Total closing balance, \$36,142.92. Mr. Stubbs also received a letter from the bank stating the savings account has not had activity in the past year and they have frozen the account. Mr. Stubbs signed a form at the bank to correct the problem and suggested depositing \$10.00/year to prevent this in future. Mr. Stubbs received the auditor's report and confirmed they have sent the HST report to Canada Revenue Agency (CRA). No word has been received regarding the issue with CRA. Mr. Stubbs will supply a copy of the auditor's report, a copy of the invoice and cancelled cheque as application to the FRSWC for the CMEI operating grant.

MOTION 3: Elmer Mersereau / Paul Crilley – That the Treasurer's Report be accepted as submitted.

MOTION 3: CARRIED

COMMITTEE REPORTS

Education

Kathy Lawrence reported that she was in contact with Inglewood and Grand Bay Primary schools. There was some confusion regarding the \$600 grant. Tom Simpson e-mailed a copy of the letter to the schools to clarify the confusion. Mr. Simpson also simplified the Application Form for School

Environmental Project (copy on file) and e-mailed it to the five eligible schools. Ms. Lawrence reported the names of the NBCC students, Kimberly Smart and Erica Boulter, who also received CMEI environmental scholarships. A photo has been requested and not received.

Monitoring

Roberta Lee reported the committee is continuing to work on setting the scope of the domestic well monitoring project.

Special Projects

Tom Simpson reported that he has not received any applications but he and David Calvin have received telephone inquiries and copies left at the bowling alley have been picked up.

NEW BUSINESS

Tom Simpson proposed striking a committee to review the Action Plan and discuss issues brought up in the meeting with Marc MacLeod.

MOTION 4: Roberta Lee / Paul Crilley – That a committee be struck comprised of the residue of the monitoring committee (4) and two members of the executive (Tom Simpson, Jim Stubbs) to respond to Marc MacLeod’s request to identify priorities on the Action Plan.

MOTION 4: CARRIED

Roberta Lee noted that since odor complaints were discussed in this meeting that it be brought up at the next FRSWC meeting. Discussion ensued on how to encourage residents to register complaints on the hotline. The automated hotline system for recording complaints is not yet in place.

ACTION: Tom Simpson to call the hotline and register the odor issue that occurred during on Jan. 29 & 30 and was discussed at this meeting. Board members Elmer Mersereau and David Calvin reported that they had smelled the odor, but had not called in.

MOTION 5: David Calvin / Roberta Lee - That treasurer be approved to purchase stationery, filing supplies and a new memory stick for backing up electronic reports.

MOTION 6: David Calvin / Jim Stubbs – Moved the meeting be adjourned at 7:10 p.m.

MOTION 6: CARRIED

The next regular meeting is scheduled for 5:30 p.m. March 8, 2011 at the KBM.

Respectfully submitted,
Marlene Abbott
Recording Secretary