



MINUTES



CRANE MOUNTAIN ENHANCEMENT INC. (CMEI)
Board of Directors Meeting
6 December 2011

The 6 December 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 5:50 p.m. by Chair, Tom Simpson.

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

Regrets: Mike Bonga, Sandy Coffin

FRSWC – Rob Fowler

Mr. Fowler reported that Cell 6 has been completed and the frost protection layer has been put on. The underdrain monitoring probes have been re-installed and the computers reprogrammed. FRSWC is looking into a live on-line posting on an interval – 15 minutes or every hour to be determined and should be up and running by year end. They are measuring pH and conductivity. Mr. Fowler was requested to find out how the online information will be accessed. Other environmental issues are: one odor complaint in the past month on the hotline with most complaints about full blue bins. The new website is up and the hotline is fully functional with the complaint line being recorded and documented. The budget has been approved by all of the municipalities. Recycling is doing better than first thought, tonnage is down and revenue is down as well. Tipping fees continue at \$108.00/ton and FRSWC is projecting to be debt free by 2015. Roger McKenzie questioned if the generator is making money. Mr. Fowler will report at the next meeting.

Tom Simpson gave Mr. Fowler a brief update on CMEI activities re: the domestic well monitoring project and the dedication of the commemorative rock at Blueberry Hill.

MINUTES FROM LAST MEETING

Corrections & Additions

MOTION 1: Roberta Lee / Ken Anthony - That the minutes be accepted with amendments.

MOTION 1: CARRIED

BUSINESS ARISING FROM THE MINUTES

- 1 Peter Kierstead reported on the action item from the last meeting to determine the best time of year for well testing. Well testing is recommended in either spring or fall when the most moisture is in the ground. If there are problems they are likelier to show up during these times.
 - 2 Tom Simpson gave an update on the collection of domestic well permissions. Permission Statements from 49 unique addresses of the 69 potential addresses from have been received. Mr. Simpson showed the computer-generated map with well locations sent to him by **exp**.
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CMEI has received a spreadsheet with all of the data collected from 1997-2011 on the 45 wells and has forwarded it to **exp**. Mr. Simpson accessed the PID numbers from the internet, cross-referenced them against street addresses from Gemtec, and sent that information to **exp**.

- 3 Regarding communications with the Department of Environment, Tom Simpson sent out a copy of the letter received from the Minister by e-mail, submitted a copy to file and asked the Recording Secretary to read the letter aloud to the Board.
- 4 Mr. Simpson reported that he booked three (3) quarter-page ads (\$177.98 each) in the River Valley News for the Special Project call for proposals.
- 5 Mr. Simpson reported that he spoke with Marc MacLeod as a follow-up to the Action Plan. There were four (4) items on the Action Plan that were targeted to be evaluated in 2011. Mr. Simpson expects to hear a report on these items from Mr. MacLeod at the FRSWC December meeting.
- 6 Mr. Simpson also spoke to Mr. MacLeod regarding the underdrains and was told the system should be completed by the end of the year.

CORRESPONDENCE

Jim Stubbs read a registered letter from the Canada Revenue Agency (CRA) regarding the CMEI application for reinstatement of the HST Rebate status. They received the applications and it will be six to nine months before the CRA will contact CMEI or its representative.

Tom Simpson reported on the November 25th presentation of the CMEI scholarship at NBCC. The two students receiving the CMEI bursaries were Natalie Ross (Chemical Technology) and Andrew Whelton (Mechanical Engineering Technology).

Mr. Simpson also acknowledged receipt of the fall aerial photos.

A letter and CD from Gemtec were received with all domestic well data from 1997-2011 and the coordinates for each sample where residents have given written permission to use the data. Follow-up letters were mailed to the remaining homeowners and the outstanding data will be forwarded from Gemtec as additional permissions are received at their office.

Mr. Simpson submitted invoices for: printer cartridge for Recording Secretary; River Valley News advertising; River Valley Middle School for the \$600.00 grant; aerial photos of landfill and community along the river for monitoring site (paid since last meeting); KBM monthly rental 2012; and payment for the meal.

**MOTION 2: Fred Steeves / Roberta Lee – That invoices received be paid by Treasurer.
MOTION 2: CARRIED**

CHAIR'S REPORT

Tom Simpson reported his activities were related to the permission statements for the domestic well project with Roberta Lee, and organizing the fall aerial photos with Jamie Wilson. The photos were taken from Grand Bay-Westfield down to South Bay and are the set that CMEI has committed to

paying for without sharing the cost with FRSWC. The invoice for \$937.90 was paid prior to the December meeting as it was due.

TREASURER'S REPORT

Treasurer, Jim Stubbs, submitted a written report for the December 2011 meeting. (copy on file) Mr. Stubbs read the report into the minutes. Opening balance \$46,094.71; total income: \$4.96 (interest); total expenses of \$2,673.19. Total closing balance, \$43,426.48. As well, Mr. Stubbs reported the books for year ending October 31, 2011 have been submitted to the accountant for audit. After the audit is completed CMEI will submit an invoice to FRSWC for enhancement funding.

MOTION 3: Fred Steeves / Paul Crilley – To accept Treasurer's Report as presented.

MOTION 3: CARRIED

COMMITTEE REPORTS

Education

Kathy Lawrence reported that she has spoken to the secretary of Inglewood School and the solar powered calculators should be in shortly and the invoice will be sent to CMEI.

Monitoring

See Business Arising.

Special Projects

Tom Simpson reported the only outstanding invoice is the repair of the bus shelter at Martinon, and Fred Steeves reported it should be completed by the end of this week. Mr. Simpson has started the advertising for 2012 Special Projects funding and expects the committee will be busy with the review and selection process after the February deadline for applications.

NEW BUSINESS

1 *Date for AGM:* Tom Simpson recommended the AGM be set for April 24 at 7:00 pm to meet the time requirement following the fiscal year end and for the election of officers.

MOTION 4: Jim Stubbs / David Bowen – That the Annual General Meeting be held on April 24, 2012 at 7:00 pm.

MOTION 4: CARRIED

2 *Follow-up on Action Plan and CMEI Priorities:* Mrs. Lee recommended asking Mr. MacLeod for a copy of the approved 2012 budget and a copy of the 2012-2015 Approval to Operate when it is available.

Discussion ensued regarding the CMEI priorities and the current annual domestic well testing. There is a concern that there are factors that could influence the number of wells being tested as it is a voluntary program.

Mrs. Lee reported the Monitoring Committee will meet early in 2012 to discuss Mr. MacLeod's Action Plan targets for 2012.

Mrs. Lee suggested sending an e-mail to Mr. Jeff Porter to request a draft of the new Approval to Operate. David Bowen recommended that we also ask Mr. Porter if CMEI could respond to the draft before it is finalized.

MOTION 5: David Bowen / Fred Steeves – That CMEI send e-mail to Mr. Jeff Porter requesting a draft of the Approval to Operate prior to its approval.

MOTION 5: CARRIED

ACTION: Tom Simpson and Roberta Lee to send e-mail to Jeff Porter, DOE Impact Management Branch, requesting a draft of the Approval to Operate.

Mr. Bowen also suggested representatives from CMEI attend the FRSWC December meeting to bring forward the CMEI Priority items that were to be dealt with by the end of 2011.

ACTION: Roberta Lee and Tom Simpson to attend next FRSWC meeting.

3 *Moving ahead with exp project:* Roberta Lee wanted to confirm with the Board that the \$10,000.00 payment represents the first phase of the project. Once the data has been recorded, **exp** will advise what the next phase will entail.

Prior to the end of the meeting, Jim Stubbs read a piece from the *River Valley News – Grand Bay-Westfield Council Notes*, where Marc MacLeod reported “FRSWC is now obtaining revenue from disposing of international shipping waste (cruise ships) ...” Discussion ensued and it was requested this issue be brought forward at the next FRSWC meeting for clarification.

MOTION 6: Roger McKenzie / David Bowen - Moved the meeting be adjourned at 8:40 p.m.

MOTION 6: CARRIED

The next regular meeting is scheduled for 5:30 p.m. January 3, 2012 at the KBM.

Respectfully submitted,
Marlene Abbott, Recording Secretary