

**East River, Louisiana Pacific
Community Environmental Liaison Committee Meeting**
www.compostingleastriver.ca

**May 5, 2005
Minutes**

Attendees: Sharon LeBlanc (Facilitator/Interim Chair), Shawn Paquet (Envirem Rep.), Melissa MacIntyre (LP Environmental Manager), Kerry Keddy, Bill Mercier, Susan Davis, and Marshal Hector

Regrets: Chris Melvin, and Rod Frye

Absent:

Compost Facility Visit at 6:30 to 7:00: attendees listed above attended except Marshal Hector.

Opening – Sharon LeBlanc opened the meeting at 7pm.

Quorum was declared by Sharon LeBlanc

Minutes – Kerry Keddy motioned for the March 3, 2005 minutes to be adopted and Bill Mercier seconded the motion. The minutes were reviewed.

ITEM	ACTION BY
1. Community Concerns <ul style="list-style-type: none"> • Melissa MacIntyre sent memo to the Mill employees regarding the postponed compost give away that was scheduled for the fall of last year. Date of event to be determined. • One odour issues reported since last meeting. • Still in need of a Bulletin Board at the test fences. Quotes are being solicited. 	Melissa MacIntyre
2. Website: <ul style="list-style-type: none"> • Peter Joules needs to be removed. • Update Open House information. • Place Open House Poster for download on the site. 	Melissa MacIntyre
3. Annual Meeting <ul style="list-style-type: none"> • Took place on May 5, 2005 to review the Committee's mandate and membership. • Guidelines and Rules were reviewed and changes noted. The updated document will be revised and issued to the website. 	Melissa MacIntyre
4. Open House <ul style="list-style-type: none"> • Scheduled for June 3 & 4 (Rain date June 10 & 11) at Union Hall location. Melissa MacIntyre has confirmed availability. • Hours will be Friday from 6-8pm and Saturday from 10am-2pm • Committee Members were asked to be on hand as much as possible. Bill will not be able to make it on Saturday, Marshall will not be able to make either, both Susan and Kerry can attend both days. • Melissa to find out if members of the EMS Team will be able to 	Melissa MacIntyre Kerry Keddy Shawn Paquet Sharon LeBlanc

<p>help.</p> <ul style="list-style-type: none"> • Bulk compost produced at the Plant will be show cased at the Open House. Kerry Keddy and Shawn Paquet to arrange logistics. • Tickets will be given out for a draw on compost give away. • Better signage to indicate location is required. Melissa MacIntyre to arrange. Use colour! • Press release to be issued, Clipper, Progress, Masthead, and Lighthouse. • Need to have a guest book. • Ballots for draw were reviewed. The winner could receive from 1-5 yards of material with "Free Local Delivery". This will be noted on the ballot box. • Hand out tickets for free "bagged" compost; double roll of tickets. • Include any awards and newspaper articles, SOP's for public investigations, compost operations, etc. • All items above were voted on: Shawn Paquet moved, Susan Davis Seconded, all in favor. Motion passed. 	
<p>5. Letter to Peter Joules</p> <ul style="list-style-type: none"> • Reviewed drafted letter. • To be issued on LP letterhead. • Thank-you to be sent; possibly a corporate item from Enviren or LP. • Changes to be made as noted and letter to be sent from the Chair. • Susan Davis moved, Kerry Keddy seconded, all in favor. Motion passed. 	<p>Melissa MacIntyre Envirem</p>
<p>6. Guidelines reviewed</p> <ul style="list-style-type: none"> • Section "Purpose and Structure" (d) was changed from "...other parties can bring any issues which occasion public concern..." to "...other parties can bring issues of public concern". • Kerry Keddy moved, Shawn Paquet seconded, all in favor. Motion passed. 	<p>No further action required.</p>
<p>7. Award Announcement</p> <ul style="list-style-type: none"> • Melissa was contacted by Gerry Archibald the Program Manager of the Eco-Efficiency Center (www.mgmt.dal.ca/sres/eco-burnside/homepage.html) they are going to award LP- East River for our Compost Facility and Waste Reduction projects. This will take place on June 8, 2005 at their annual Environmental Breakfast. 	<p>No further action required.</p>
<p>Meeting adjourned: motioned by Bill Mercier and seconded by Marshal hector. Motion passed.</p> <p>Open House June 3 and 4, 2005.</p> <p>Next meeting scheduled for Sept 1, 2005 at 7pm.</p>	

Minutes reported by Melissa MacIntyre.