

**East River, Louisiana Pacific  
Community Environmental Liaison Committee Meeting  
May 12, 2004  
Minutes**

**Attendees:** Sharon LeBlanc (Facilitator/Interim Chair), Shawn Paquet (Envirement Rep.), Melissa MacIntyre (LP Environmental Manager), Kerry Keddy, Marshal Hector, and Chris Melvin

**Regrets:** Rod Frye and Peter Joules

**Absent:**

Opening – Sharon LeBlanc opened the meeting at 7pm.

Quorum was declared by Sharon LeBlanc

Minutes – Marshal Hector motioned for the April 7<sup>th</sup> minutes to be adopted and Chris Melvin seconded the motion. The minutes were reviewed.

<b>ITEM</b>	<b>ACTION BY</b>
1. Policy for reporting Community Concerns in minutes: <ul style="list-style-type: none"><li>• Names will be withheld from minutes when concerns are reported. General information of the reported incident to be included only. Also include an explanation and/or solution to the issue.</li><li>• The incident discussed at the April 7<sup>th</sup> meeting will be included in the April minutes prior to being issued.</li><li>• Moved by: Marshal Hector</li><li>• Seconded by: Chris Melvin</li><li>• Passed.</li></ul>	Melissa MacIntyre
2. Community concerns: <ul style="list-style-type: none"><li>• No community concerns were identified.</li></ul>	
3. Press Release <ul style="list-style-type: none"><li>• The press release is to be issued after the website goes “live”.</li><li>• The changes noted in the previous minutes were made.</li><li>• Moved for acceptance: Chris Melvin</li><li>• Seconded: Kerry Keddy</li><li>• Passed</li></ul>	Melissa MacIntyre
4. Website: <ul style="list-style-type: none"><li>• The URL has been confirmed; <a href="http://www.CompostingFacilityLPEastRiver.com">www.CompostingFacilityLPEastRiver.com</a></li><li>• Awaiting changes online. Once changes have been made it will be “live” and the Press Release will be issued. Melissa has contacted David Dugan, waiting for a returned call.</li></ul>	Melissa MacIntyre

- For the website, a photo of the group is required. For the next meeting please dress casually and we will take the photo.

5. Open House

- The Open House is confirmed to be June 25 and 26. On Friday 6 – 8:30 for employees of the Mill and Saturday 10-2 for the community. The location is tentatively booked for the Union Hall. Melissa MacIntyre to confirm.
- The completed stations will be viewed during the next CELC Meeting.
- Station information was reviewed. Changes were noted on the sheets and the changes will be included as attachments to these minutes.
- Other information required for the Open House is: the inquiry forms and inquiry box.

Melissa MacIntyre

6. Meeting adjourned: motioned by Kerry Keddy and seconded by Marshal Hector. Motion passed.

7. Next meeting scheduled for June 2, 2004 at 7pm.

Minutes Reported by Melissa MacIntyre.