

**East River, Louisiana Pacific
Community Environmental Liaison Committee Meeting
March 3, 2004, Minutes**

Attendees: Sharon LeBlanc (Facilitator/Interim Chair), Rod Fry (Envirem Rep.), Melissa MacIntyre (LP Environmental Manager), Chris Melvin, Marshal Hector

Regrets: Peter Joules

Absent: Kerry Keddy

Opening – Sharon LeBlanc opened the meeting at 7pm.

Quorum was declared by Sharon LeBlanc

Discussion of the Member List was added to the agenda by Sharon LeBlanc.

Minutes – Marshal Hector motioned for the Dec 10th minutes to be adopted and Chris Melvin seconded the motion. The minutes were reviewed.

ITEM

ACTION BY

1. Discussion regarding a website:

- A website has been developed. The site was discussed and changes made, such as wording and terminology. These changes were highlighted and Melissa MacIntyre will ensure the changes are made.

- The suggested URL name was www.compostinglpeastriver.ca Melissa MacIntyre will suggest this to LP Corporate and will inform the group if it is accepted.

- Members will have an opportunity to review the website prior to media release.

Melissa
MacIntyre

Vote on the acceptance of the website format and content including the discussed changes. Chris Melvin moved, Rod Frye seconded and the motion was passed.

Melissa will update the group at the next meeting.

Melissa
MacIntyre

2. Community Bulletin:

- Proposed to be located next to test fence. There was agreement within the group that this location was sufficient. With the location on LP property there would be more control over the information. This cannot be put into place until the spring and the snow melts.

- Additional bulletin boards were suggested for use: Chester Post Office (to confirm with Phil Ellwood) and the Community Center in Blandford.

- Sharon LeBlanc will ensure that the minutes are posted at the Chester Post Office site and Marshal Hector will ensure that the minutes are posted at the Blandford site.

Vote on the use of the additional boards. Marshal Hector moved, Chris Melvin seconded and the motion was passed.

3. Press Release

- The press release is to be issued after the website goes “live”.
- Change second sentence of the second paragraph to *The Community Environmental Liaison Committee provides information to the operators regarding matters of environmental concerns expressed by the community.* Melissa MacIntyre will ensure that this change is made and approved by LP Corporate.
- The press release will be sent in an email to the members prior to its release to the media.

Vote to accept changes to the press release and other points listed. Chris Melvin moved, Marshal Hector seconded and the motion was passed.

4. Open House

- It was agreed that instead of an Annual General Meeting the CELC would have an Open House to display the progress of the group and the compost facility.
- The concept of information stations was discussed. It is thought that approximately 5 stations would be required; LP Product, Wastewater Treatment Plant, Compost Facility, Envirem Product, and the CELC.
- Possible information medias could be PowerPoint slide show, posters, samples, etc.
- Rod Frye offered Envirem’s presentation material for our use as well as possibly compost product.
- The Open House is tentatively scheduled for late May or early June.
- More details will be discussed during the next meeting.

Voted on the concept of the Open House format and the details discussed to date. Marshal Hector moved, Rod Frye seconded and the motion was passed.

5. Member List

- An updated member list was provided by Sharon LeBlanc; including email and phone numbers.

6. Meeting adjourned: motioned by Chris Melvin and seconded by Marshal Hector. Motion passed.

7. Next meeting scheduled for April 7, 2004 at 7pm.

Minutes Reported by Melissa MacIntyre.