

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

**May 4, 2006
Minutes**

Attendees: Sharon LeBlanc (Facilitator/Chair), Melissa MacIntyre (LP Environmental Manager), Phil Ellwood (LP Plant Manager), Doug Baker (Envirem Rep), Bill Mercier, Marshal Hector, and Kerry Keddy

Regrets: Susan Davis, Chris Melvin

Opening – Sharon LeBlanc opened the meeting at 7:00pm

Quorum was declared by Sharon LeBlanc

Minutes – Kerry Keddy motioned for the April 6, 2006 minutes to be adopted and Bill Mercier seconded the motion. The minutes were reviewed.

ITEM	ACTION BY
1. Phil Ellwood opened the Annual Meeting with thanks to the group for their hard work and dedication. He informed all regarding the RRFB Award for Business of the Year; this group has been key in the Compost Facility's success and they too share in this award.	No Action Required
2. Community Concerns <ul style="list-style-type: none"> • No Concerns brought to the table 	No Action Required
3. Open House Format <ul style="list-style-type: none"> • Scheduled for June 3/06 10am to 2pm • Bill, Chris, Sharon, Melissa, and Doug to be at the open house. • Susan Antler – Executive Director of the Compost council of Canada planning to attend – to act as a resource person – may set up a booth • Compost Facility Tour confirmed (per Phil Ellwood). Citizens will sign-up prior to the event. They will complete a waiver. A van/bus will be rented. Doug Baker to provide the commentary. Motion to accept tours. Kerry Keddy moved. Bill Mercier seconded. Motion passed. Times suggested are 10:30/11:30/12:30 • Compost give away. Envirem to provide. • All Environmental awards to be on display. • Invitations to be provided to garden clubs and papers. 	Kerry Keddy

<ul style="list-style-type: none"> • Documents were updated. Motion to accept amendments to documents. Melissa MacIntyre moved. Kerry Keddy seconded. Motion Passed. 	
<p>4. Composting Process</p> <ul style="list-style-type: none"> • A Compost Process Flow Chart should be posted in the Community Bulletin Board or Kiosk 	Envirem to post
<p>5. Community Liaison</p> <ul style="list-style-type: none"> • Guidelines were reviewed per annual requirements. Pg 6 “Committee Secretary” pt. 6 changed to “be responsible for ensuring compliance reporting for the permit and applicable regulations”. Motion to accept changes as noted. Marshall Hector moved. Doug Baker seconded. Motion passed. 	Melissa MacIntyre to updated and distribute.
<p>Meeting adjourned: Bill Mercier Moved. Motion passed</p> <p>Next meeting, Open House Wrap-Up, scheduled for June 8, 2006 at 7:00pm</p>	