

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

**May 4, 2017
Minutes**

Attendees: Sharon LeBlanc (Facilitator/Chair), Kate Spencer, Jennifer Frotten (LP Environmental Manager), Julia Hart (LP Environment Dept. Student), Kerry Keddy, Paul Kempster (Envirem Rep), Andre Veinotte (Councilor Blandford – East Chester), Chris Rhodenizer (Envirem)

Regrets: None

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

Quorum was declared by Sharon LeBlanc

Minutes – The minutes for the September 8, 2016 meeting were reviewed and adopted. Moved by Andre Veinotte. Seconded by Kerry Keddy.

ITEM	ACTION BY
1. Guideline Review <ul style="list-style-type: none"> • The Guidelines for the Community Environmental Liaison Committee were reviewed and no changes were required. 	No Action Required
2. Community Feedback <ul style="list-style-type: none"> ▪ No concerns brought forward. 	No Action Required
3. Website Updates – to be added: <ul style="list-style-type: none"> ▪ Updates have been completed. ▪ Need to post announcement for this year’s open house and add minutes from September 2016 meeting. 	Jennifer Frotten will work with LP webmaster to make updates
4. Open House <ul style="list-style-type: none"> ▪ Reviewed invitations list and made minor changes. Invitation letters will be prepared for the event and sent out. Bob Kiely will take care of sending to Envirem contacts. ▪ Reviewed draft posters and selected one for this year’s event. Minor changes will be made and final version will be sent to committee members to distribute as required and posted in various locations. Posters will also be sent to the public via ad-mail and ads will be taken out in local publications (Aspotogan Recreation Association and New Ross Family Resource Centre newsletters) as well as put onto any community bulletin boards and into publications as appropriate. ▪ Press release will be reviewed by LP corporate and sent out as well. ▪ Open House will run from 9 am to 12:30 pm this year with wrap-up meeting to follow ▪ Basin Gardeners’ Club will hold a small plant sale with revenue going to the Garden Club. Exploring Bonnie Lea Farm providing some plants with revenue going back to Bonnie Lea. To be 	Jennifer Frotten, Sharon LeBlanc, and Bob Kiely to facilitate. Jennifer Frotten and Sharon LeBlanc to facilitate. Jennifer Frotten and Sharon LeBlanc to facilitate. Sharon LeBlanc to coordinate with help from other members as required.

<p>determined as soon as possible.</p> <ul style="list-style-type: none"> ▪ 2 Bays 4H club will run the BBQ fundraiser (2 Bays now has members from Oceanbreeze 4-H which has dissolved). They will run the “wheel of dirt” again this year with revenue going to their club. ▪ Tours of the compost facility will again be offered using the flip chart to sign people up, starting at 9:00 a.m. and scheduled every 45 minutes. ▪ Kate Spencer will prepare the planters again this year. Kate will check planters and let Sharon LeBlanc know if more soil is needed. ▪ We will again have the giveaway of bags of compost and the draw for a load of compost. LP Volvo will be used to move compost pallets. Municipality will be providing a backyard composter for giveaway. ▪ Envirem will be presenting again. LP will be presenting and have “smash-o-matic” demonstrations. ▪ Niki Jabbour will present on Biggest Gardening Trends of 2017. ▪ LP and Envirem will donate prizes for presenters to give out. ▪ We will again provide a table for pamphlets, etc. from other community groups. Table at the exit will also have tubs of the 3 grades of compost for guests to view. ▪ Union Hall has been booked and equipment will be moved to allow additional floor space. Inspection of parking lot condition will occur prior to event to ensure pot holes are filled and/or marked. ▪ Committee members and volunteers: Will Attend: Sharon LeBlanc, Kyle Kennedy, Colin Johnston (LP), Jennifer Frotten (until 9:30 am), Julia Hart, Kerry Keddy, Robert Kiely, Kate Spencer, Paul Kempster, Andre Veinotte, Chris Rhodenizer, Colin Murray (Envirem). Several LP volunteers confirmed as well. Members invited to bring other volunteers. Members asked to confirm any additional volunteers prior to event to ensure there are enough. At least 14 needed. ▪ Kerry Keddy will bring PA system and LP will provide screen and projector. LP will bring traffic cones. ▪ Road signage worked well last year. Need additional entrance and exit signs for building to direct people into front door. ▪ Refreshments will be similar to previous years. Suggestion to 4H club to offer water for sale. Suggestion to get a slab cake for Canada 150. 	<p>Paul Kempster to follow-up with Bob Kiely.</p> <p>Kate Spencer to follow-up.</p> <p>Sharon LeBlanc / Jennifer Frotten will contact interested community groups.</p> <p>Jennifer will arrange pot hole inspection.</p> <p>Members will follow-up with additional volunteer names. Sharon LeBlanc & Jennifer Frotten to coordinate as needed.</p> <p>Kerry Keddy and Jennifer Frotten to arrange.</p> <p>Jennifer Frotten to have new signs made for the event Jennifer Frotten and Sharon LeBlanc to coordinate.</p>
<p>5. Meeting Schedule – remaining for 2017</p> <ul style="list-style-type: none"> ▪ Open House – June 10th ▪ September 7th 	
<p>Meeting adjourned: Kerry Keddy moved. Next meeting: September 7th, 2017 – 7:00 p.m., LP Large Boardroom</p>	