



*LASQUETI LAST RESORT SOCIETY*  
*Minutes of the Board of Directors Meeting*  
*Held at the Health Centre*  
*May 12, 2020*

**1. Call to Order**

Chairperson called the meeting to order at 11:00 AM.

**2. Present**

The following Board members were present: Vic Downard (chair), Sandy Morrison, Marilyn Darwin, Gwen Bigsby, Ron Abrahams, Tom Carter, Frank Buffam (via video link), Tim Peterson (via video link), Robert Wallace (via video link).

Members of the public: John Cantrell, Peter Johnson (via video link)

Recorder: Robin Jacobs

Regrets: none

**3. Approval of minutes from last meeting - March 7, 2020**

The minutes of the last BOD meeting were approved as circulated.

**4. Treasurer's Report**

Administrator reported the account balances as of this meeting:

Operating account: \$12,686.44

Nursing Services account: \$8,553.39

Business Investor account (Capital Fund): \$222,787.05

**MOVED/SECONDED** that the Treasurer's report be accepted as read.

**CARRIED**

**5. Generator noise**

John Cantrell addresses the board. He speaks about the generator shed and noise affecting the community. He suggests the shed be completed and enclosed. Every generator should be fully enclosed in consideration to neighbors. He feels the LLRS has ample money to complete the shed and has "dropped the ball" in this respect. He would like this to be done this summer.

Vic: the measures that were taken (sound baffling and muffler installation) have cut the decibels down to 12-15. Carly R., who was the former complainant, expressed her satisfaction with this

improvement. We are going to do everything we can to have a fully enclosed generator shed by this fall.

Board members expressed appreciation for John's feedback and agreed that LLRS should take some action. It was agreed to add this topic to the agenda in hopes of some resolution today.

## **6. Back-up heating system**

Peter addresses the board, in follow-up to his recent letter (ATTACHED) re: considering using propane as a back-up heating source, and the need for a qualified assessment of current systems and possibilities for heating.

He says the ASHRAE (American Society of Heating, Refrigerating and Air-Conditioning Engineers) is the correct authority to make an assessment of our system.

Ron: I think we have reached the point that we need to research the next step re. our heating system.

**Vic: We will email Joe Schley** and ask if he is able to make this assessment as a heating engineer.

Vic: The last day the boiler was fired was Friday (May 8), and today the tank is still hot enough (150 degrees F, down from 180 on Friday) to give the elder cottage heat. This means the tank insulation is working very well. We are still in the final stages of connecting the boiler to the fire hall and recycling centre systems, per our services sharing agreements with the Regional District. We left the boiler on longer than we normally would have, so that Jan Darwin could work on making these connections. Once this connection has been successful, we will shut down the boiler for the season, providing we are confident that the system will work correctly when it starts up in the fall.

We probably burned more wood than needed this season, particularly during the spring, by firing the boiler every day. We probably could have fired it every other day and had sufficient heat.

## **7. Changes to services and protocol at the JFC due to COVID-19 pandemic**

The nursing clinic has been closed since provincial "Stay at Home" orders were issued in March, and may remain so until the local health authority has given clear direction to providers to resume service as usual. Nurse Dianne is available for phone consultation and has been very responsive to Lasquetians' needs.

It was noted that the health care system is changing. Care providers are currently doing almost everything remotely. Consensus was that Dianne should be the judge, and decide when she feels comfortable coming in.

Protocol for May 15th immunization clinic: hand sanitizer in waiting room. Leave the doors open so no one needs to touch the handles. Marilyn will ask Kathie to clean the JFC on Thursday the 14th if possible.

Gwen contacted Darcy Pascall, emergency coordinator, during the meeting and received permission to offer masks to individuals attending the immunization clinic on May 15.

Marilyn will talk to Dianne about ongoing communication with the community: suggestion for weekly updates re COVID-19, and reminders about how to access care? Updates on the situation in Nanaimo hospital and urgent care, to reassure locals that hospitals do not appear to

pose a serious infection threat currently, and emergency services should still be sought if appropriate. Reaching out to the community could be done via the email list, or perhaps a mailer would be a good idea to reach those who don't read the email list.

### **8. Building Committee report (Wendy, Vic)**

From Wendy (via email): "Currently, the deadline for receiving the bids for the duplex from two on island builders is May 18th, Victoria Day. Thanks to Vic who drew the agreed upon changes/updates onto the March 2 rev plans and made a written summary for added clarification. Vic then hand delivered the updated plans to the applicants making sure everything was clear. Submitted by Wendy Bartholomew (chair)"

Vic: The Building Committee will review bids after May 18, and recommend one to the BOD. Currently construction is allowed by provincial orders, and we should proceed. It will provide some work on the island. We were planning to do a fundraiser in conjunction with the building project. We also need to finish the outdoor storage, finish the generator shed, spend about 4K to 5K on the water system. It's a difficult time for fundraising, but those who have money are very generous. When we start building, we should start fundraising.

Question: Are there any directors with any reservations about proceeding with construction?  
None were raised.

Marilyn: can we reserve some money for the completion of the generator shed?

Discussion ensued regarding the proposed generator shed completion.

There is about \$8000 currently in the operating account which was transferred from the investment account for the purpose of building. Some of this could be spent on the shed.

Sandy: we have to be careful to leave a clear paper trail relating to where money is going, for example duplex expenses, so that we can account for all the money which is transferred from the investment account, etc.

**MOVED (Ron) SECONDED (Gwen):** We proceed with construction on the duplex to lockup, providing we have a satisfactory bid.

**CARRIED**

**MOVED (Ron) SECONDED (Gwen):** We commit to completing a fully enclosed soundproofed generator shed by the end of October 2020.

**CARRIED**

### **9. Maintenance schedule for summer (non-heating) season**

The board received correspondence (ATTACHED) from Wendy Bartholomew, suggesting that costs and environmental impact could be minimized by delegating only essential oversight of the JFC systems to individuals who are geographically convenient to the JFC and could do so

on foot, greatly reducing vehicle traffic. This was briefly discussed, with the board generally agreeing that a higher priority is placed on retaining the current employees and making sure they are satisfied with their positions.

Marilyn has presented a proposal to the maintenance employees, in which they will alternate weeks between Carly and Bob, each working 3 days/week on their given week, 2 hours per day. They will check the major systems and spend the remainder of their 2 hours doing yard work. Ben will provide training for the water system, and will invoice LLRS at his named rate. The directors approved this plan by consensus, and provided the employees agree, Marilyn will proceed as planned.

Robin will check with Elizabeth Thompson regarding water requisition forms, as they were not sent for the May sample.

#### **10. Firewood**

Vic has ordered 10 cords of wood from Lakota at \$200 per cord, mixed fir and balsam. To be delivered in May. We will split it. Gwen/Karl are donating the use of their wood splitter, with LLRS committing to maintain and repair the splitter if needed.

Robin will ask the community to donate, or sell cheaply, logs within reasonable distance of JFC. We can hire operators if needed to bring the wood to the JFC.

The question was raised: do we have the budget for all this wood we are buying? Answer: Yes, wood is a major item on the budget we submit to qRD, and the remainder of the wood, for instance for heating the elder cottage, is paid for by the occupancy fees.

#### **11. Storage for Lasqueti Food Bank**

The LLRS storage next to the LIAS office is a mess, and in need of finishing. The floor needs to be insulated; the wood shed is nearly empty and it needs to be done before the shed is full again. This task can be added to the project to finish the generator shed.

Ray L. wants LLRS to move stuff out of his personal storage in French Creek. He has rented his building and needs to clear it out. Items include a dental chair among other large medical donations. Discussion ensued about whether these things are an asset to LLRS or should be disposed of, and how to assess their worth, without conclusion.

Gwen has a trailer which is making trips back and forth from Lasqueti to French Creek on the barge. Possibility for including these items in one of these trips.

Tim: we should be careful about junking stuff that has been donated, and energy has been put into retaining it.

Work party to assess the storage room next to LIAS: **Thursday May 14th at 10:00 AM**. Vic and Ron will check out the storage room and do some organizing.

Robin will ask the community if anyone wants the electric-assist stair climber currently in the storage next to LIAS; it should otherwise be disposed of.

## **12. AGM**

The BC Societies regulations have changed to allow organizations to postpone their AGM until December 31st or longer if needed. Suggestion: to hold an outdoor AGM in the JFC garden once construction has begun on the duplex, so that attendees can see the progress and the need for fundraising. Tentative **AGM date is September 12th**, to be adjusted if there is a conflict with other events, or if current regulations do not permit the AGM at that time.

## **10. Adjournment**

Chairperson adjourned the meeting at 1:00 PM

Minutes submitted by: Robin Jacobs

Adopted minutes accepted by: \_\_\_\_\_, Secretary

Letter from Peter Johnson RE: request that you consider this at board meeting Tuesday  
Emailed May 11, 2020

Hello LLRS board members,

I am making a request that you have heard before, and I strongly urge you to consider it and carry through with the work: to consider putting back-up or auxiliary propane heating in each of your buildings, especially those in which people stay overnight.

The current system of heating water with wood and then pumping the hot water around to the various buildings requires and uses a huge amount of wood, a huge amount of electricity, a huge amount of paid labour, and it contributes hugely to the poor air quality that sometimes exists in the Health Centre and school neighbourhood.

If there was a propane furnace in each of the buildings, it could be used when needed or when use of the boiler system was marginal or clearly inefficient, polluting or too costly. This occurs at least early each fall and late each spring.

Burning propane directly creates in each building, or each part of a building, only as much heat as needed, very efficiently. No energy is used to transport the heat, as it is generated where and when it is needed. There is no, or very little, ongoing labour cost, and there is no, or very little, on-site pollution. The amount of heat created can be exactly regulated, and monitored and controlled from a distance if needed.

The propane heaters can be used when needed, as needed, and would not require the boiler/pumping system to be functioning full-time when there is little need.. Propane heat would be a good back-up in case of malfunction or breakdown, or other untoward events with the boiler, and it could be very efficient in the case where only one or two small spaces need to be heated, possibly not even full-time.

The demand for electricity would be considerably lower, requiring that the generator run fewer hours, as the propane heat would be produced where and when it is needed.

Please hire someone with expertise to examine this question and make recommendations about a plan for supplemental/auxiliary propane heating for buildings, to reduce the inefficient use of wood, electricity and labour, the unnecessary extra costs to taxpayers, and to reduce the neighbourhood air pollution.

I look forward to your decision on this, and regret that it is not possible to discuss the issue with you at this time. It is an issue, and a recommendation, that will keep coming up, until it is dealt with adequately.

Thank you for your consideration, Peter

May 12, 2020

Board of Directors Meeting

Letter from Wendy Bartholomew RE: item: summer schedule plan for maintenance employees  
Emailed May 11, 2020

I would very much like to see financial prudence and the environmental impact be considered when hiring persons over the spring, summer & fall times when the boiler is not running. I'm thinking that the brief inspection of the facilities (~every other day for max half hour) could be added to Robins position and/or could be done by Larry Manahan (as casual labour) as neither would require driving vehicles. If neither of these people were able then perhaps other people within walking distance could be approached. People that come to mind are Marilyn next door or Carly at the tpot.

Then once a week the current maintenance people would continue doing their thorough checks of all the systems, and other jobs like weed eating could be done to fill up the minimum 4 hours. I feel strongly that the environmental cost of hiring anyone at the centre needs to be given at least as much consideration as the financial cost.

Respectfully  
Wendy Bartholomew