

CLAYOQUOT BIOSPHERE TRUST
BOARD OF DIRECTORS MEETING
DRAFT MINUTES

Thursday, February 2, 2017
10:00 am – 1:00 p.m.
Upstairs Boardroom, Yuu-cluth-aht Community Centre,
Hitacu

Present: Tammy Dorward, Alan McCarthy, Denise Koshowski, Mary Toews, Renee Wissink, Cathy Thicke, Geoff Lyons, German Ocampo, and Patti Charleson

By phone: Jane Owen and Tracy Parker

Staff: Rebecca Hurwitz, Faye Missar, and Brooke Wood

Guests: Ashley Ireland

Meeting commenced at 10:10 a.m.

Tammy Dorward and Cathy Thicke chaired the meeting.

Nuu-chah-nulth word of the meeting: Geoff shared the word “Tuk uuk” which means sea lion.

Policy review: The Board reviewed the enclosed Policy 8.4: Scholarships.

1. Welcome and introductions

Alan McCarthy welcomed the group to Yuutu?it?ath territory.

2. Consent agenda

- a. Approve the agenda
- b. Minutes from the Board of Directors Meeting December 15, 2016
- c. Executive Director Report
- d. Executive Committee Report

Moved by Cathy Thicke, seconded by Geoff Lyons to approve items listed on the consent agenda as submitted. Approved by consensus.

3. Director updates

This was an opportunity for Directors to provide a 2-3 minute update on items related to the CBT.

Geoff Lyons updated that the Multiplex Society is in the final stages of design and cost assessment with more community consultation to follow.

German Ocampo noted the success of the Art of Hosting workshop and was blown away by the youth that took part in the program.

Patti Charleson noted that she found the Art of Hosting workshop very useful and is in the process of implementing some of the learned techniques in Ahousaht for community consultation.

Alan McCarthy commented that Yuułuꞵitꞵatꞵ Government will be hosting a community celebration on March 18th 2017 to celebrate in five year anniversary of self-government. Alan also noted that the community is preparing to receive food fish.

Cathy Thicke thanked staff for putting together the Art of Hosting workshop and noted she learned new and innovative facilitation skills. Cathy also commented that the District of Tofino has reinstated the Tofino Housing Corp to help address the affordable housing issues.

Renee Wissink reported that initial community consultation has been completed and that the first phase of clearing has begun on the Traverse Trail and will continue until early March, followed by a break for nesting season. Renee also added that PRNPR expects additional visitors this year as park access is free for Canada's 150th. Renee also noted that PRNPR will be conducting a 'State of the Park' review this year.

Tracy Parker noted that Environment and Climate Change Canada if focused on implementing the Pan Canadian Framework on Clean Growth and Climate Change.

Jane Owen announced that she will be taking early retirement on February 10, 2017 and wished the CBT all the best.

Tammy Dorward informed the Board that Tla-o-qui-aht recently hosted an Elders Forum on how best to work together as a nation and share teachings.

4. Biosphere Centre

a. In Camera

10:47 a.m. Tammy Dorward, Patti Charleson, Alan McCarthy declared a conflict of interest and left the meeting.

10:48 a.m. The Board went in camera.

11:14 a.m. End in camera discussion.

Moved by Geoff Lyons, seconded by Cathy Thicke to direct staff to follow up with Ma-mook representatives in regards to correspondence sent March 3, 2017.

11:15 a.m. Tammy Dorward, Alan McCarthy and Patti Charleson returned to the meeting.

Rebecca recapped the current thinking from Environment and Climate Change Canada staff. Jane had noted that their policy role is to meet the Cost of Living Allocation (COLA). Currently, the Canada Fund has a surplus of more than \$1M above COLA. This surplus amount may be utilized for CBT operations without ECCC approval. On the other hand, a new asset class would require approval from the Department of Finance.

Rebecca shared the investment scenario forecasts completed by Genus. The two scenarios outline the impact of holding real estate within the Canada Fund investment pool at different rates of return (9.2% based on 10-year Tofino commercial real estate data from BC Assessment and a more conservative 6%). Rebecca will be working with the Investment Committee to consider how the Statement of Investment Guidelines could be amended to include real estate and rebalanced.

a. Update on properties identified as potential option B's

Rebecca updated that an individual has come forward and expressed interest in a potential partnership on 660 Campbell. Rebecca will meet with the interested party next week.

5. Community Foundations of Canada

The Board completed the enclosed 2017 Community Foundations of Canada membership questionnaire.

Given that CFC has a mandate (Annual General Meeting, May 2002) to confirm that members meet, or are working to meet criteria for continuing membership, the Board of Directors of the Clayoquot Biosphere Trust has reviewed, read, and

understood the Criteria for continuing Membership in CFC and has completed the attached Checklist on continuing Criteria for Membership in CFC. Moved by Cathy Thicke, seconded by Geoff Lyons. Approved by consensus.

6. Fund Development update

Rebecca provided background on the Clayoquot Sound Wild Salmon Fund deed of gift which was enclosed for approval, as well as the draft Fund Protocol Agreement with the Clayoquot Salmon Roundtable included for information.

German Ocampo wanted clarity on the CBT policy in regards to sources of donations and if the Cermaq Logo would always be with the attached to the fund.

Rebecca clarified that we do have a gift acceptance policy. The fund page on the CBT website is set up to acknowledge all donors, but to date Cermaq has been the only contributor.

Moved by Geoff Lyons, seconded by Alan McCarthy to approve the Clayoquot Sound Wild Salmon Fund deed of gift agreement dated December 6, 2016. German Ocampo abstained from voting. All other board members were in favor.

7. Board representation at upcoming conferences

There are two upcoming opportunities to represent that CBT at national and international events:

- [EuroMAB 2017](#), France, April 4-7
- [CFC 2017](#) Conference, Ottawa ON, May 11-13

The Executive Committee recommended that participation focus on the CFC event. Rebecca provided an updated list of directors interested and available to attend, along with the budget. The Board all agreed with the Executive Committee's recommendation to send three directors to the CFC conference.

The interested board members (Tammy Dorward, Geoff Lyons, Patti Charleson, Rebecca Henn (letter provided) and Cathy Thicke) were all given an opportunity to explain their interest in attending the conference before excusing themselves from the meeting. The remaining directors selected the representatives.

Tammy Dorward, Patti Charleson, and Geoff Lyons will represent the CBT at the CFC conference in Ottawa. Rebecca Henn and Cathy Thicke were selected as alternates in that order. Attendance at previous international events was a consideration, as was the theme of Belonging and Canada150.

8. Scholarships

Faye reviewed two student situations which were outside of the CBT scholarship policy and presented the recommendations from the Executive Committee.

Patti Charleson declared conflict of interest and didn't participate in the discussion regarding either student.

Renee asked if a review of our scholarship program would help identify any policy changes that would support students to succeed. Faye clarified that she will be reviewing the scholarship program later this year.

Moved by Geoff Lyons, seconded by Alan McCarthy to approve the Executive Committee recommendation that Cosmo Atleo- Louie's scholarship be place on hold for one year. The Board will review when he submits his 2016/2017 transcript and consider reinstating his scholarship for the 2017/2018 academic year. Approved by consensus.

Moved by Cathy Thicke, seconded by Geoff Lyons to approve the Executive Committee recommendation that Beulah Thomas' deferral of funds be used for the 2016/2017 academic year. Approved by consensus.

9. In camera - Executive Director Performance Review

Staff left the meeting at 1:00 p.m.

Rebecca's job description and performance evaluation framework were included in the meeting package. Directors will be given an opportunity to provide input at this time or via email until February 17. Tammy and Cathy will collate the results and meet with Rebecca to discuss, also taking her self-evaluation into consideration. Performance goals and any increase to her remuneration will be ratified by the Board at the March 30th meeting.

10. Any new business

None.

11. Questions from the public

None.

Meeting adjourned at 1:35 pm

I hereby certify that these minutes are correct.

Tammy Dorward, co-chair

Alan McCarthy, secretary