

CLAYOQUOT BIOSPHERE TRUST
BOARD OF DIRECTORS MEETING
DRAFT MINUTES
Thursday, October 24, 2019
1:00 p.m. – 4:00 p.m.
Toquaht Nation office, Ucluelet

Present: Hannah Nicholls, Denise Koshowski, Elyse Goatcher-Bergmann, Geoff Lyons, Mary Toews, Dave Tovell, Anne Mack, Tyler Harbridge, Cathy Thicke, Tammy Dorward, Alan McCarthy, Naomi Mack, Anne Mack

Staff: Rebecca Hurwitz, Brett Freake, Colin Robinson

1. Welcome and Introductions

Tammy called the meeting to order. Naomi welcomed the group on behalf of the Toquaht Nation and shared a Nuu-chah-Nulth word *čiyaaqimt*, which means October. Tammy then called a moment of silence to acknowledge the loss Hesquiaht Nation Chief.

2. Consent Agenda

The group reviewed and discussed the agenda. Cathy asked about the status of the BC Rural Dividend fund. Rebecca explained that this fund has been a major source of funding for the West Coast NEST program, but that the Provincial government has paused the funding program.

Chief Anne Mack arrived and Naomi Mack departed.

Cathy asked about the Vital Conversation on sustainable tourism. Rebecca suggested tabling the discussion to the December meeting so that Laura is available to present the report. Rebecca clarified that the report had been presented to DoT council in September. The group agreed that the conversation on regional sustainable tourism requires significant input from all directors. The chairs asked directors to submit thoughts and questions leading up to the December board meeting when a larger facilitated discussion will take place.

Motion to accept the appointment of Dave Tovell by Parks Canada as board advisor and Tyler Harbidge as alternate board advisor carried by consensus.

Motion to approve the consent agenda carried by consensus.

3. Director updates

Directors provided short updates on items that relate to the CBT.

4. Biosphere Centre

Rebecca provided an update on the purchase of 301 Olsen Road and the proposed next steps. She reviewed the history of the Biosphere Centre project as there were a number of new members at the table. CBT purchased a property at 301 Olsen road for \$400,000 in September. The property is currently zoned residential but CBT has started the rezoning process with the DoT planning department. Initial steps following the close of the deal focused on the logistics of site acquisition and security.

Regarding protocol, Rebecca and Tammy will be meeting with TFN Ha'wiih in person through a cultural dinner to which all CBT board members are invited, as well as drafting a letter preceding the dinner.

Regarding rezoning, the initial meetings have been positive and Bob Prenovost (social enterprise consultant) has been retained to provide guidance and assistance on the project and will be helping CBT acquire quotes for various professional services required in the process. Rezoning is expected to take 12-18 months. She referenced a Community Foundations of Canada funding source that supports social enterprise projects by helping grantees access expert skills required for capital projects (e.g. services like Bob Prenovost). She intends to apply as soon as the call for projects opens.

The board can support the process by participating in community updates; by reviewing and approving the functional program for the centre; by helping recommend professional service providers with good local reputations; and assisting with the capital campaign.

Geoff mentioned possible funding through the BC Gaming Commission. Elyse asked about meetings with neighbours; Rebecca noted that the conversations to date have been positive.

Motion to follow protocols, initiate the rezoning process for 301 Olsen Road, and to seek funds to support the resulting next steps carried by consensus.

5. Future Launch Grant Recommendations

Brett presented an overview of the Future Launch grant program and recommendations from the review committee. Future Launch is a national initiative funded by RBC through Community Foundations of Canada. Small community foundations across Canada will receive funding for youth-led projects as part of a greater RBC \$500M investment over 10 years to help empower youth for jobs of the future.

CBT received \$30K to be divided between the north and south portions of the region and will also facilitate a Youth Vital Conversation. CBT did not have to provide any funds to leverage

the grant. Brett reviewed the eligibility criteria, which focused on youth-driven projects that meet urgent local needs.

The projects recommended for funding are: West Coast Food Project (District of Ucluelet), Youth for Future Conference (Surfrider Pacific Rim), Outward Bound for Grieving Youth (West Coast Community Resource Society), Tla-o-qui-aht Youth Conference (Tla-o-qui-aht First Nations), and Silk Screening for youth (Yuu-tlu-ith-aht Government).

The projects were reviewed by a volunteer committee composed of local youth, but the committee is still finalizing the amounts which each project will receive. Brett noted that the West Coast Food Project may be funded with Community Development Committee funding that was not spent earlier in 2019 (pending committee approval). Next steps include funding approval by the board, finalization of grant amounts, and planning for the affiliated Youth Vital Conversation that will take place on December 6th.

Motion to approve the Future Launch grant recommendations as forwarded by the Future Launch Committee carried by consensus.

6. Tofino Community Fund Deed of Gift

Rebecca presented the draft deed of gift for a new community fund. This fund is being established in memory of Councilor Dorothy Baert, but is not limited to donations by her friends and family, nor is it limited to donations in her memory. The fund will be grown over time for the long-term benefit of the many organizations that enrich the lives of Tofitians. The initial conversation between CBT and a number of Tofino residents began a couple of years ago and its establishment was part of Dorothy's recent council campaign. The fund will be announced at Dorothy's celebration of life and is being seeded by \$5K donations from the District of Tofino and Tourism Tofino.

Motion to approve the Tofino Community Fund deed of gift as presented carried by consensus.

7. 2020 Strategic Business Planning

Rebecca led a brainstorming session through which board members provided input to the annual planning process. Breakout conversations focused on reviewing and generating priority actions that the CBT wants to take over the next 1-2 years toward: healthy community and ecosystem initiatives; empowering youth; sustainability research, education and training; achieving the biosphere centre, and; granting and governance. This input will be combined with staff input for their annual planning day in November in order to create a strategic plan for the coming year.

8. CBRA Board Representation

Rebecca explained that she is in the midst of a 2-year term as chair of the Canadian Biosphere Reserves Association. While she will continue to serve as the CBT's representative to the CBRA Board of Directors and the CCUNESCO Official Representative, the enclosed form serves as a reminder of the role and responsibility that she and CBT share as members of these organizations. The board discussed the benefits and costs of her involvement and agreed to support the second half of her tenure as CBRA chair.

9. Executive Committee Succession Planning

Tammy and Cathy explained that they will both reach the end of their terms in 2020 and will not be eligible for reappointment. They led a discussion of the role of the executive committee. Rebecca added that the executive committee meetings are open and she welcomes other directors to join the meeting to learn about the role and process in advance of the changes next year.

10. Students on Ice delegate presentation – Toby Theriault

Toby participated in the Students on Ice arctic expedition July 23 – August 7. She shared the best of her trip photos, stories, and memories in an honest and thoughtful presentation. The board thanked her for her participation in the trip itself and for her enthusiastic sharing of the experience. They encouraged her to seek opportunities to share her experience with other youth such as future engagements at local schools and youth conferences.

11. MAB Youth Forum Report

Colin shared the highlights from his attendance at the MAB Youth Forum held September 15 – 18 in the Changbaishan Biosphere Reserve in China, including next steps for promoting youth engagement in Canadian Biosphere Reserves.

12. New Business

Tammy and Cathy acknowledged that the day was Rebecca's 14th anniversary with CBT the board thanked her for her contributions.

13. Adjourn

Motion to adjourn carried by consensus.

The next CBT Board meeting will be held December 5th in Tofino.

I hereby certify these minutes to be true.



Geoff Lyons, Treasurer



Cathy Thicke, Co-Chair