

CLAYOQUOT BIOSPHERE TRUST
BOARD OF DIRECTORS MEETING
DRAFT MINUTES

Thursday, June 25, 2020
10:00 a.m. – 12:00 p.m.
By video conference

Present: Cathy Thicke, Mike Davis, Nicky Ling, Ariane Batic, Rachele Cole, Naomi Mack, Hannah Nicholls, Tom Campbell

Staff: Rebecca Hurwitz, Colin Robinson, Brett Freake

Guests: Tracey Mactavish, Asher DeGroot, Brennan Jelinsky, Bob Prenovost

1. Welcome and Introductions

In the absence of the new co-chairs, Cathy called the meeting to order, acknowledging the meeting is taking place in Nuuchahnulth hahoulthee).

2. Consent Agenda

a. Approval of the agenda

Motion to approve the consent agenda carried by consensus.

3. Biosphere Centre

Tracey Mactavish and Asher DeGroot, MOTIV Architects, reviewed the draft Zoning Bylaw Amendment for feedback in preparation for submission to the District of Tofino. Tracey also focused on talking points for the board members speak about the project in the community.

Asher reviewed specific points about how the Biosphere Centre design supports and aligns with numerous policy elements in the Tofino Official Community Plan (OCP) including its location near the downtown gateway, social and community goals, First Nations guidance, economic and physical development issues, provision of housing, urban design, parking, transportation, environmental vision and sustainability targets.

Asher then summarized the design rationale from MOTIV's perspective, focusing on how the form was derived, neighbourhood relationships, and choice of materials that come from the community and reflect its history. Tracey emphasized that this proposal is not a commercial use, but rather institutional and residential, before elaborating on the proposed uses. Board members shared thoughts, comments, and ideas for moving

forward. Discussion included public health, communications, community engagement, and environmental design.

Bob Prenovost, Project Manager, noted that collectively our group needs to focus on engaging DoT Council as the decision will now be in their hands. It is important for CBT to take the opportunity to communicate the project accurately and effectively.

Motion to authorize MOTIV to work with staff to submit the Zoning Bylaw Amendment for 301 Olsen Road, Tofino to the District of Tofino carried by consensus.

The MOTIV team reviewed final deliverables following zoning amendment submission. Bob introduced the Class D cost estimate and next steps for the summer noting this is the first iteration of cost estimation/budgeting. It is by no means a final budget but is a working tool to develop the business case, and beginning the capital campaign and project funding planning. He noted that the plan is to use the 1-2 year rezoning window productively so that upon approval, all elements are ready to proceed with the project efficiently. The \$9.7M preliminary budget included costs of land acquisition, hard construction costs, escalation contingency, construction contingency, soft costs (design fees, project management fees, DoT development charges, CBT administrative effort), and project contingency.

4. Eat West Coast Update

Erika Goldt, Eat West Coast coordinator, provided an overview of recent food hub activities related to COVID response and plans for the rest of 2020. She presented the Eat West Coast website and reviewed the program's history and funding through CBT and Island Food Hubs. She highlighted EWC programs (including school gardens, food preservation workshops, food and equipment access, and more) and how food security weaves together CBT's core priorities and program areas. She then explained how EWC as a food hub was able to respond to food security issues in response to COVID-19. As a network coordinator, EWC took a systems approach to bring together local food organizations including First Nation offices, Food Bank, Fish and Loaves, TUCG food box program) to help receive food donations, distribute food, funds, and resources.

She noted that as the emergency is subsiding, organizations and communities are thinking about planning for the future, noting how there are large gaps in policy. For example, food is not mentioned in emergency planning and much work is being done to advocate for a home for food in emergency policy and planning.

5. Neighbourhood Small Grant Update

Brooke Wood provided an update on the Responsive Neighbourhood Small Grants program locally and across Vancouver Island. Locally, she noted that COVID-19 Responsive NSG has received significant interest, and that the program is still open and receiving applications from any individual to apply (grants to individuals are made possible through a partnership with Westcoast Community Resources Society). Island-wide, she has been leading the development of R-NSG in rural and remote communities.

6. Adjourn

Motion to adjourn.

The next CBT Board meeting will be held Thursday, September 17th.