

CLAYOQUOT BIOSPHERE TRUST
BOARD OF DIRECTORS MEETING
DRAFT MINUTES

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

Present: Geoff Lyons, Mike Davis, Anne Mack, Ariane Batic, Tom Campbell, Nicky Ling, Dave Tovell

Staff: Rebecca Hurwitz, Colin Robinson, Brett Freake

Nuu-chah-nulth word of the meeting: Anne shared a Nuu-chah-nulth word: Kluuth maka uth, which means good morning.

1. Welcome and Introductions

Geoff called the meeting to order and welcomed the group.

2. Consent Agenda

- a. Approval of the agenda
- b. Board of Directors meeting minutes October 29, 2020
- c. Executive Committee meeting minutes December 2, 2020

Rebecca noted that the lease has not been renewed yet because terms are still under negotiation.

- d. Investment Committee meeting minutes November 25, 2020
- e. Biosphere Centre Business Case
- f. Correspondence: CRA confirmation of filing, December 2, 2020

Motion to approve the consent agenda carried by consensus.

3. Director updates

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

4. 2021 Strategic Business Plan

Rebecca presented the 2021 Strategic Business Plan for review and approval. She noted that the plan is generally light in terms of new initiatives and the focuses on staying the course with a more thorough planning process in focus for next year pending the recommendations of the periodic review. She walked through activities in each of CBT's

core priorities (Facilitating & Coordinating Healthy Community & Ecosystem Initiatives, Empowering Youth, Co-leading Sustainability Research Education & Training, and Achieving the Biosphere Centre), highlighting ways we are responding to contexts altered by COVID-19. She also explained how CBT accessed a large amount of grant money for distribution into the community and noted that she has heard a request for direct support to some Nations during the periodic review process. The CBT has increased granting budgets this coming year to ensure additional funds are available to support grants. Governance, the new year will see significant board turnover and we are planning for much onboarding and engagement for new board members. New administration initiatives include signage revitalization and continuing to leverage granting and bookkeeping software in new ways.

Mike asked if the CBT will be able to pivot if and when public health guidelines open up. Rebecca noted the main focus will be getting back into community and running in-person events and meetings. The board agreed that getting together face to face will be a top priority while still making accommodations for zoom meetings.

Motion to approve the 2021 Strategic Business Plan as presented carried by consensus.

5. 2021 – 2023 Operating Budget

Rebecca presented the 2021 – 2023 operating budget for review and approval. She reviewed revenues including: admin fees, cost recovery, and fundraising and grants for CBT specific programs. She then outlined program and granting expenses, as well as operating expenses including payroll, administration, and professional services.

Nicky asked if the Destination Marketing Organizations have offered any funding for education tourism. Rebecca noted that when the NEST started, Tourism Tofino and Tourism Ucluelet both contributed but they have since indicated that it is the responsibility of municipalities and Nations to fund education tourism market development. She hasn't pursued this since COVID-10 has impacted tourism and municipal services.

Motion to approve the 2021 – 2023 Operating Budget as presented carried by consensus.

6. UNESCO Periodic Review

Rebecca presented an overview of the draft periodic review self-study. She explained this is a mandatory review conducted for all designated sites every decade, highlighting the opportunities we're encountering to learn, reflect, and especially re-engage community. She overviewed the timeline for the process, acknowledging that the self-study document is now complete in draft but the process of review will continue for the next 12-18 months.

She explained the letters of support received and outstanding. She overviewed the conversations that have been had, noting partners' interests, ideas, and concerns. These include the fact that Ahousaht Chief and Council (elected council focused on Ahousaht community) and Maaqtusiis Hahoulthee Stewardship Society (hereditary chiefs focused on territory governance) are two separate entities and MHSS is asserting their desire for representation on the CBT board. The MHSS and CBT have identified a couple of opportunities to build a relationship and create co-benefit, but the dialogue is ongoing. Tla-o-qui-aht is engaged in dialogue, but without a board member and with their community facing so many emergency priorities, progress is slow.

Rebecca explained that the Biosphere Charter is a strong document that is highly relevant today and has endorsement from all communities. She has been using it as an anchor for discussions as they enter into realms of community politics.

She then outlined emerging themes in the areas of ecosystem services, conservation, development, logistics, and governance. Next steps involve a detailed review of land use/zonation changes, and completion of a range of supporting documents. She noted that all staff have contributed via interviews, with Adrienne Mason, Barb Beasley and Laura as authors, community volunteers completing a bibliography, and Nature United contributing mapping expertise in-kind.

The board discussed their role in reviewing the plan over the next month.

7. Biosphere Centre

Rebecca shared a brief update on the Biosphere Centre rezoning application and next steps. The application passed its first reading with unanimous support but council talked at length about the importance of meeting and compromising with neighbours, as well as continued broader engagement. The group discussed the future traffic study, affordable housing, as well as the water drainage issue on the property.

8. Adjourn

Motion to adjourn carried by consensus.

The next CBT Board meeting will be held Thursday, January 21st by zoom.