

CLAYOQUOT BIOSPHERE TRUST
BOARD OF DIRECTORS MEETING
DRAFT MINUTES

Thursday, September 16, 2021

1:00 – 4:00 p.m.

By video conference

Present: Naomi Mack, Mike Davis, Nicky Ling, Ariane Batic, Elyse Goatcher-Bergmann, Jen Sibbald, Zolie Schafer, Tammy Dorward, and Toni Buston

Staff: Rebecca Hurwitz, Colin Robinson, Brooke Wood, and Faye Missar

Nuu-chah-nulth word of the meeting: Hišink (all together); it is the word shared in reference to the Biosphere Centre by Tla-o-qui-aht Ha'wiih and project advisor Robert Martin via Lorena Frank.

Policy of the meeting: Investment Committee policy

1. Welcome and introductions

Nicky called the meeting to order and introductions were made around the table. Rebecca noted that the Canadian Commission for UNESCO has recommended that the UNESCO designation of the Clayoquot Sound Biosphere be maintained. The reports are now being transmitted to UNESCO for consideration by the International Advisory Committee for Biosphere Reserves and the Man and the Biosphere Programme International Coordinating Council. We expect to receive the final results in late 2022.

2. Consent agenda

- a. Approval of the agenda
- b. Board of Directors meeting minutes May 27, 2021
- c. Executive Committee meeting minutes September 8, 2021
- d. Financial Reports
 - i. CBT balance sheet June 30.21
 - ii. CBT income statement June 30.21
 - iii. CBT all funds balance sheet June 30.21
 - iv. CBT all funds income statement June 30.21
 - v. CBT community endowment funds balance June 30.21
 - vi. CBT community endowment funds income June 30.21
- e. Toquaht Nation board appointment
- f. Yuułuʔiłʔatḥ Government board appointment
- g. Hannah Nicholls board resignation

Motion to accept the appointment of Naomi Mack by Toquaht Nation as director effective May 18, 2021 carried by consensus.

Motion to accept the appointment of Zoltan Schafer by Yuułu?it?atḥ Government as director effective June 3, 2021 carried by consensus.

Motion to accept the resignation of Hannah Nicholls as at-large director effective July 7, 2021 carried by consensus.

Motion to approve the consent agenda carried by consensus.

3. Director updates

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

4. Leadership Vancouver Island Special Committee Terms of Reference

Brooke provided an overview and update on the Leadership Vancouver Island (LVI) program which is coordinated and administered by the CBT. The terms of reference for the LVI Committee have been updated and the term has been renewed.

She reviewed the origins of LVI and spoke to the rationale behind CBT's choice to administer and coordinate the program. She then discussed how the 2019-2020 cohort pivoted to conclude the last 4 months of the program via Zoom with the onset of the pandemic. The cohort became a place for community members from across the region to discuss the challenges and trauma of the pandemic in our region. Later in 2020, CBT convened a Community of Practice for LVI alumni from all cohorts to further discuss community resilience in the context of the pandemic.

She then shared plans for the program moving forward in 2021, including 3-4 alumni events. The program will resume with a new cohort in fall 2022.

Motion to approve the revised Leadership Vancouver Island Special Committee Terms of Reference carried by consensus

5. Election of the Officers

Nicky explained that the election for the secretary position was postponed until this meeting because of the timing and vacancies in the Nuuchahnulth appointed seats. Naomi Mack put forth her name.

Motion to appoint Naomi Mack as secretary until the close of the next annual general meeting or until others are elected or appointed in their place carried by consensus.

6. Investment Committee appointment

Geoff Lyons and Hannah Nicholls were members of the Investment Committee for several years, but recently reached the end of their terms. Mike Davis put forth his name noting it would be appropriate for him given his role as Secretary on the Executive Committee. All directors are welcome to attend the committee meetings and can express interest to Rebecca.

7. Education Award Policy

Faye presented the revised 2021 Education Award policy, as well as a short update on the 2021 award recipients. Updates included:

- Adjustment of award value to reflect inflation as outlined by the CPI
- Definition of satisfactory academic standing
- Explanation to include all secondary schools in region
- Clarity for process when candidates are closely ranked

Motion to approve the 2021 Education Award policy as presented carried by consensus.

Faye then provided an update on current CBT award recipients. Ava Law and Seth Stere have chosen not to pursue post-secondary studies this year and, as a result, Mya Hansen will receive 100% of the award. She then explained that all 11 current scholarship recipients will receive new amounts to be paid adjusted for inflation if they continue pursuing their studies.

8. Revised 2021 Budget

Rebecca presented the revised budget for the operating fund to reflect revenue (grants) received to date and changes in expenses forecasted for the remainder of the year. The Executive Committee had reviewed the draft in detail and recommend the revised budget to the Board. She clarified that in October, the board will begin planning that will inform budgeting for 2022.

Motion to approve the revised budget as presented carried by consensus.

Toni Buston joined the meeting by phone.

9. Biosphere Centre update

Bob Prenovost provided a verbal update on the Biosphere Centre including the recent open house and the enclosed housing agreement, which was drafted in collaboration with the District of Tofino (DoT).

Following the first reading at Council, we conducted follow up work (including a traffic impact survey, community open house, and a servicing brief) as requested by DoT. The second reading

will take place as soon as late September. If the second reading passes, there will be a public hearing in 4-6 weeks (early October – late November).

The open house solicited positive feedback from participants (mostly non-profits) about the community-serving elements of the centre. A small group of neighbours are concerned the impact of community building in their neighbourhood, though they support the intentions of the centre. The housing agreement with DoT Council ensures that the housing will be used for community-serving housing (e.g. CBT staff, partner organization staff, etc.) and that it cannot be used for short-term rentals. It agreement will be registered on the property title.

Bob noted council is receiving letters of support from organizations and community members in advance of the second reading. Board members are allowed to register to attend and speak at the council meeting. The project team will present at the second reading. It will be important to hear from board members and other advocates at the public hearing.

Motion to approve the Biosphere Centre housing agreement in principle carried by consensus.

Bob then shared about the intentions of social procurement to ensure the maximal benefit from the project flows back to the community. Buy Social Canada will co-host a workshop with CBT next week to open the conversation with community stakeholders.

10. BC Parks Research Permit & MHSS Research Protocol introduction

Rebecca shared the history of the Sydney Inlet research cabin and the BC Parks research permit renewal application process. She also introduced the new Maaqtusiis Hahuuł Stewardship Society research protocols as they relate to the general research at the cabin as well as the 3-year DFO-funded species at risk project.

11. CBRA Board Representation

Rebecca 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, she shared a reminder of the role and responsibility that she and CBT share as members of these organizations. The board thanked her and encouraged her to continue.

12. New business

Rebecca shared that Átl'ka7tsem/Howe Sound has been designated as a UNESCO Biosphere Region after many years of process.

Zolie shared an update about a community youth forest stewardship initiative he is involved in through his role with Yuuʼuʼiʼʼatʼ Government.

13. Adjourn

Motion to adjourn carried by consensus.

The next CBT Board meeting will be held Thursday, October 21st. Colin will organize a poll to gauge directors' comfort with the idea of meeting in person.