

CLAYOQUOT BIOSPHERE TRUST  
BOARD OF DIRECTORS MEETING  
DRAFT AGENDA

Thursday, March 10, 2022  
1:00 – 4:00 p.m.  
By video conference

**Present:** Mike Davis, Nicky Ling, Brett Freake, Collin Middleton, Naomi Mack, Nora Morrison, Elyse Goatcher-Bergman, Zoltan Schafer, Toni Buston

**Staff:** Rebecca Hurwitz, Tsimka Martin, Colin Robinson

Nuu-chah-nulth word of the meeting: λayaḥuʔaʔaʔick haḥuuʔiʔakʔi ʔapwinʔakʔi nuučaaḥuʔaḥ - welcome to the territories of the central Nuu-Chah-Nulth people. Tsimka shared the words, gave a pronunciation lesson, and shared how Levi Kamaath Martin suggested the text for the CBT highway sign revitalization.

Policy of the meeting: Policy 1.1 – 1.3 organizational background, profile, and principles

1. Welcome and introductions

Nicky called the meeting to order and introductions were made around the room/screen.

2. Consent agenda

- a. Approval of the agenda
- b. Board of Directors meeting minutes January 27, 2022
- c. Executive Committee meeting minutes March 1, 2022
- d. Investment Committee meeting minutes January 31, 2022
- e. Executive Director Report

**Motion to approve the consent agenda carried by consensus.**

3. Director Updates

Directors provided a 2-3 minute update on items that relate to the CBT.

4. 2021 Living Wage Calculation

Faye presented the 2021 Living Wage calculation. She noted the calculation it's a key tool for understand the factors contributing the high cost of living in the region. The living wage is the hourly pay that a two-income household must earn to cover basic expenses and avoid severe financial hardship for a family of four. The LW is calculated using data collected from all

communities in the region. The goal is to raise awareness and inspire action around affordability and poverty issues.

The 2021 living wage is \$21.15/hr, up \$1.52 since 2019 and is the highest living wage in BC. She broke down the costs of housing, internet/cellphone, food, transportation, childcare, healthcare, clothing and footwear, and other expenses. She also noted that the living wage does not include debt payments, savings, children's education, cost of owning a home, or assisting relatives in need. She noted the minimum wage is currently \$15.20/hr, nearly \$6/hr less than the living wage.

#### 5. Biosphere Centre Endowment Fund

Rebecca presented the terms of reference and recent fund statement for the Biosphere Centre Fund, an established fund that has not been previously documented. The purpose of the fund is to support the establishment of a permanent home for the CBT. The draft terms of reference have been reviewed by CBT's lawyer and are presented for approval.

**Motion to approve the establishment of the Biosphere Centre Fund as detailed in the terms of reference carried by consensus.**

#### 6. Biosphere Research Endowment Fund

Rebecca presented the terms of reference and recent fund statement for the Biosphere Research Fund, an established fund that has not been previously documented. The purpose of the fund is to support local research that addresses marine and terrestrial ecosystem threats. The draft terms of reference have been reviewed by CBT's lawyer and are presented for approval.

**Motion to approve the establishment of the Biosphere Research Fund as detailed in the terms of reference carried by consensus.**

#### 7. Communications Annual Plan

Colin, Operations & Communications Coordinator, provided an overview of CBT's communication priorities and campaigns for the coming year.

#### 8. Investment Committee Appointment

Mary Spurr has resigned from the Investment Committee after more than 20 years volunteering. Rebecca provided a summary of the Investment Committee recruitment process. The Investment Committee recommends appointing Kathy Marshall as a member for a 3-year term.

**Motion to appoint Kathy Marshall to the Investment Committee for a 3-year term carried by consensus.**

9. National Biosphere Contribution Agreement

Rebecca provided an overview of the “Qualifying United Nations Educational, Scientific and Cultural Organization Buffer Zones as Other Effective Area-based Conservation Measures within the Clayoquot Biosphere” project as part of a federal funding program to support Canada’s 19 BRs and the Canadian Biosphere Reserves Association.

She reviewed the modern history of global and national biodiversity conservation strategies, outlining Canadian conservation targets (% of terrestrial and marine area conserved). She then introduced the concept of Other Effective Area-Based Conservation Measures (OECMs) and how these places contribute to national and global conservation goals. She explained how CBRA has secured funding from Environment and Climate Change Canada for Canadian BRs to support development of OECMs and how CBT will fit into this process.

Zolie shared context about changing FN governance and resource/logging development interests in the region. He agreed to share a number of background documents with Rebecca, which she could share with the board.

10. Executive Director Performance Review

Nicky explained that it is time to complete Rebecca’s annual performance review. Nicky and Mike are available to lead this process and will conduct the review this spring. Colin will support the process with a surveymonkey form. Directors will be given an opportunity to provide input in advance of the next meeting.

11. New business

Bob Prenovost, Biosphere Centre Project Manager, explained that the development agreement has been completed by District of Tofino staff faster than anticipated. He shared an overview of the agreement for the board, noting that it is well aligned with CBT plans and includes provisions to maintain the proposed design specifications, sprinkler systems, and redevelopment provisions (e.g. if the land title was to change from CBT to a new owner).

**RESOLVED THAT the Section 219 Covenant Agreement between the Society and the District of Tofino is hereby approved and that it be executed and delivered by any one director or by Rebecca Hurwitz on behalf of the Society carried by consensus.**

Lastly, Nicky noted that the CBT board would like to try for an in-person/remote hybrid meeting in April with the goal to have some social outdoor time as well.

## 12. Adjourn

### **Motion to adjourn.**

The next CBT Board meeting will be held Thursday, April 21<sup>st</sup>.