

CLAYOQUOT BIOSPHERE TRUST  
BOARD OF DIRECTORS MEETING  
DRAFT MINUTES

Thursday, March 9<sup>th</sup>, 2023  
10:00 a.m. – 12:30 p.m.  
Ucluelet Community Centre, Ucluelet  
w/ zoom option.

**Present:** Mike Davis, Ruth Charleson, Toni Buston, Naomi Mack, Ariana Shaw, Denise Koshowski, Olga Nassinovskaia, Nicky Ling

**Staff:** Rebecca Hurwitz, Erika Goldt, Claudia Tersigini, Colin Robinson, Rosalee Brown

**Guests:** Bob Prenovost

1. Welcome, territorial acknowledgement, and introductions

Nicky welcomed the group, acknowledged Yuu-cluth-aht territory and introduced our newest director, Vaida Siga.

2. Nuu-chah-nulth word of the meeting

Ruth shared a word of the meeting. ya?ma – Salal Berry

3. Consent agenda

- a. Approval of the agenda
- b. Board of Directors meeting minutes, January 26, 2023
- c. Correspondence
  - i. Alberni-Clayoquot Regional District, February 1, 2023, re: board appointment
  - ii. Ministry of Forests, February 3, 2023, re: board appointment

**Motion to accept the appointment of Vaida Siga as alternate director by the Alberni-Clayoquot Regional District effective February 1, 2023. Motion carried by consensus.**

**Motion to accept the appointment of Jim Proteau as board advisor and Brian Titaro as alternate board advisor by the Ministry of Forests effective February 3, 2023. Motion carried by consensus.**

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

4. Director Updates

Directors provided a 2–3-minute update on items that relate to the CBT. Directors were reminded to be brief and emphasize the connection to CBT activities.

## 5. Biosphere Centre Status Update

Bob Prenovost, project manager, lead a review of the draft summary of the schematic design package report, updated capital cost estimate (enclosed), and the associated risks. Staff asked for questions, concerns, and advice before we move into the next phase of design which is fully funded. Bob talked about exterior design, and that the timber harvested for the pillars will be harvested locally to Vancouver Island. Also, Interior design, including furnishings, artwork. By 2<sup>nd</sup> week in June will have the Class B cost estimate. By early July will come back and review the costing and funding. The Development Committee recommended that the Board set a maximum budget of \$15 million for the project. Board agrees to the \$15 Million target by consensus. The Board suggested doing an informative presentation to Chief and Council of our surrounding Nations and to NTC to keep them in the loop so they know they can use our facility when they need meeting room space, could possibly do regular presentations to keep us on their radar. Rosalee suggested connecting with the economic development department of each nation as they may have a surplus at the end of their fiscal year they could release to CBT.

## 6. Eat West Coast Update

Erika Goldt, Eat West Coast lead, provided an overview and update with a power point presentation on the regional food security initiative of the CBT. Erika talked briefly on food security, Vital Signs, and what this will look like 10 years from now. Also informed the board about the NSG connection and an outside connection at both Island level and provincial level. Island food hubs and Island Health includes nine communities.

## 7. Policy Review and Update

Rebecca reviewed the enclosed Committee policies (3.1 – 3.4) and Granting policies (8.2 & 8.3) and recommended that the enclosed updates be approved to align with new draft guidance from the CRA.

**Motion to approve the revised policies as presented. Motion carried by consensus.**

## 8. West Coast NEST Update

Claudia Tersigini, Events Coordinator, provided an update recent West Coast NEST programs, events, and funding:

- New Story Maps added to the catalogue.
- Two new youth led researcher interviews created.
- \$35,000 from District of Tofino for tourism education project with RMI funding.
- 5th year for west coast fibre art retreat with 30 participants.

- \$265,000 (\$225,00 in support) from Tourism Relief Fund
  - Hired two new staff.
  - Invertebrate talk with Dennis Hetu at Big Beach at 12pm
  - Career Exploration Event for youth March 14 and 15.
  - In discussion about food-preservation workshop for warriors.
  - Increased marketing efforts.

#### 9. Cost-of-Living-Adjustment Update

Rebecca shared the draft Canada Fund cost of living adjustment (COLA) calculation as of December 21, 2022, and the current value of the Canada Fund. Given the deficit, she recommends that the next step is to create a COLA recovery plan and provide that to Environment and Climate Change Canada. The COLA policy is enclosed for reference.

**Motion to direct staff to create a COLA recovery plan with input from the Investment Committee. Motion carried by consensus.**

#### 10. Signage Project Update

Colin presented an update on the signage revitalization project, which includes both new interpretive signage for various points in the region as well as a new highway sign. Colin share an example of what the signage could potentially look like.

#### 11. Executive Director Performance Review

It is time to complete Rebecca's annual performance review. Nicky and Mike are available to lead this process. Directors will be given an opportunity to provide input in advance of the next meeting.

#### 12. Board Resource Webpage

Staff have compiled existing board training resources into a new webpage: <https://clayoquotbiosphere.org/bod-resources>. Please check out the page and bookmark it for future reference. We'll continue to add resources as they are developed.

#### 13. Adjourn

**Motion to adjourn.**

**The next CBT Board meeting will be held Thursday, April 20<sup>th</sup> via zoom only.**