

## MINUTES

**CLAYOQUOT BIOSPHERE TRUST  
BOARD OF DIRECTORS BUSINESS MEETING  
THURSDAY, SEPTEMBER 27, 2007  
5:30 – 9:00  
Ittatsoo Community Hall**

This meeting was originally scheduled as a Committee of the Whole meeting but was changed to a regular Business Meeting due to pressing issues requiring decisions.

Meeting commenced 6:30 p.m.

In Attendance: Darcy Dobell, Larry Baird, Clive Pemberton, Stephanie Hughes, Gregory Charleson, Kelly Johnsen, Dan Edwards, Denise Koshowski, Felix Jackson, Robert Sheldon.

Regrets: Gary Johnsen Jack Little, Don McMillan, Eric Russcher, Bruce Frank, Lorraine Cameron

Staff: David Fraser, Rebecca Vines, Jean Wylie

### 1. New Directors

Four new Directors and/or Alternate Directors have joined the Board:

- a) Gregory Charleson Sr. as Director from Hesquiaht First Nation
- b) Felix Jackson as Alternate Director from Hesquiaht First Nation
- c) Lorraine Cameron as the Environment Canada ex-officio Director
- d) Denise Koshowski as the Department of Fisheries and Oceans Alternate ex-officio Director

**Moved by Clive Pemberton, seconded by Stephanie Hughes, to accept the Hesquiaht FN nominations of Gregory Charleson Sr. and Felix Jackson.**

### 2. Consent Agenda

- a) CBT Board Draft Agenda – 27 September 2007
- b) Fund Development Committee Meeting Summary – July 23, 2007
- c) CBT Board Meeting Summary - July 27, 2007
- d) Update on the Measuring Community Health Initiative

**Moved by Dan Edwards and seconded by Kelly Johnsen to accept Consent Agenda**

### 3. Reports

- a) A/Executive Director

The A/Executive Director provided the Board with a report of activities since the last Board meeting with a focus on community visits in advance of the 2007 Call for Projects and the 22<sup>nd</sup> anniversary celebration of the Maaqtusiis School in Ahousaht. The enthusiasm, professionalism and dedication of staff members Jean Wylie and Rebecca Vines were noted. The report also noted early plans for the upcoming June 2008 Canadian Biosphere Reserve Association Annual General Meeting in Mt. Arrowsmith and Clayoquot Sound. A request has come from the Mt. St. Hiliare Biosphere Reserve to include a First Nation cultural

exchange as part of the CBRA AGM. Robert Sheldon re-stated his willingness to help organize the CBRA AGM.

b) Executive Committee

This item was discussed later in the agenda.

c) Treasurer/Investment Committee

This item was discussed later in the agenda.

d) Secretary

The Secretary was unable to attend this meeting due to other commitments. Co-chair Darcy Dobell advised the Board that all was in order with respect to the secretariat functions of the organization.

e) Advisory Committees

We have had a good response from Committee members in advance of the scheduled Committee meetings to review project proposals. Staff has communicated with all current members to confirm their continued participation. New appointments will be deferred until after the recommendations for project funding are forwarded to the Board. It is recommended that in the New Year the Board re-issue an invitation for residents to participate with the view to re-invigorating the process at its two-year anniversary date.

f) Correspondence

Two pieces of correspondence were received in the CBT offices both requesting CBT sponsorship funding for upcoming regional events:

- Oyster Festival

The Oyster Festival organizers requested \$2,000.00 in support of an event coordinator. The request stresses the educational component of the festival as well as its promotion of the oyster growing industry as a regional economic opportunity.

- Tofino Film Festival

The Tofino Film festival organizers also requested \$2,000.00 to market the festival and develop linkages with the goals and objectives of the CBT.

It was noted that both of these requests were submitted at a very late date; CBT had limited time to absorb the requests and reflect upon them properly. The Board was therefore not comfortable supporting these events. Proponents of these events are encouraged to review the CBT Funding Fact Sheet and re-submit a scholarship proposal in the New Year.

**Moved by Clive Pemberton, seconded by Stephanie Hughes, to accept reports.**

4. CBT/Genus Capital 2007 Scholarship Announcement

The following scholarships were issued in this successful September 2007 round of scholarships:

- Frank Trodden - \$1,500.00
- Amanda Beek - \$1,500.00
- Henry Tram – \$3,000.00
- Tricia Leslie – \$3,000.00

- Jesse Morrison – \$1,500.00
- Crystal Bostrom – \$1,500.00
- Joshua Charleson - \$3,000.00

An additional \$500.00 scholarship will be issued to Luke Robinson (Ahousaht First Nation) pending receipt of registration documentation. As well, a \$3,900.00 scholarship was issued to Hooksum School earlier in 2007. Unfortunately the student earmarked for this scholarship did not participate in the spring Hooksum School session. The Board agreed with the advice of ExComm that these resources can be retained by Hooksum into the 2008 budget year for allocation to a student during the spring 2008 session.

The 2007 scholarship budget line item has \$600.00 remaining which will be allocated to a Work Opportunity Program pilot in Ahousaht pending the Education Committee's willingness to match these funds from their discretionary allocations.

The Board thanked Genus Capital for their continued support for the scholarship program.

**Moved by Stephanie Hughes, seconded by Clive Pemberton, to approve the scholarship allocations.**

#### 5. CBT Partnership Policy

The CBT Policy on Partnerships and Relationships was re-drafted for the Board's review and consideration. The new draft is a much simplified version aimed at facilitating partnership arrangements in support of Business Plan priorities such as fund development and the Measuring Community Health initiative.

**Moved by Clive Pemberton, seconded by Stephanie Hughes, to approve the updated Partnership Policy.**

Ecotrust/Central Region Board, the Pacific Rim National Park Reserve, and ACERES provided briefings to the Board on potential partnership opportunities.

##### a) Ecotrust/Central Region Board Community Forests

Rebecca presented the proposed Community Forests initiative on behalf of Ecotrust and the Central Region Management Board. If accepted by Natural Resources Canada, the initiative will bring \$1.9 million over five years to the region in support of green economic development and other initiatives. The proponents are looking for support as they move forward on the approvals process. The Board agreed that this presents a good potential partnership opportunity, but the Board also cautioned about the difficulties experienced in the Model Forest Program; any partnership with this initiative would need to be on CBT terms.

##### b) Wickaninnish Centre Redesign

Laura Trophy from the Pacific Rim National Park Reserve presented progress to date on the re-design of the Park's Wickaninnish Interpretive Centre. The CBT acting Executive Director has been a member of the Steering Committee for this project since its inception in recognition of the close partnership between the National Park Reserve and the CBT and the fact that the Park represents a significant core area of the Biosphere designation. As there are significant potential communication and outreach opportunities for

CBT in the new Wickininnish Centre, David will continue to work with Parks staff with the view to developing a 2008 budget request in support of this project. The Board was very appreciative of Laura's presentation.

**Moved by Darcy Dobell, seconded by Larry Baird, that staff will work with the Pacific Rim National Park Reserve staff towards a CBT/Biosphere presence at the re-designed Wickininnish Centre, and return to the Board with budget options.**

c) ACERES (Rebecca)

Rebecca provided a summary of this initiative on behalf of the ACERES partnership. ACERES represents individuals in the CSUBR region and beyond (including Port Alberni) interested in developing a research and education initiative for the area. Staff have committed to sharing the concept paper provided to the Board with the CBT Committees and have forwarded to Committee members the initiative's consultant coordinates in case they wish to participate in a future focus group discussion. The Board viewed this as an admirable and potentially useful initiative but agreed to reserve judgment until more information is available. In the meantime, staff will continue to track the initiative.

#### 6. Trust Fund Update

GENUS Capital (Brad Bondy) provided an update on the Trust Fund in light of the recent flurry of activity in the investment world which was well-received and appreciated by the Board. The Trust Fund currently sits at \$14.2 million; GENUS recommends that we continue to be cautious in both our investments and our expenditures (3.5-4%) as the market is pointing to a slowdown for the next year or so. The CBT Investment Committee will be meeting on November 6, 2007 in Vancouver.

#### 7. Financial Update

David provided an update on the budget actuals to date. David noted that the actuals are very much a draft in progress requiring some re-coding and perhaps budget variances as we enter the last quarter of the current fiscal year. Given this proviso, the Board was comfortable with the documentation provided by staff, and were appreciative of the work done to date on this. The Board also challenged staff to ensure that expenditures were kept in line with the budget to the greatest extent possible. The Board thanked in particular the CBT book keeper, Vera Webb, for her efforts. Staff committed to providing the Board with draft actuals at each and every meeting.

#### 8. Core Priorities

David provided a power-point 'think-piece' as a starting point for the Board's continued discussion towards identifying a suite of CBT core priorities. Also provided to the Board was a letter signed by the co-chairs which will be forwarded to each community in advance of the Director's consultation with their communities on potential CBT core priorities.

Unfortunately, there was little time on the agenda to discuss this issue thoroughly, so it will be re-introduced at the next Board meeting. Board members unable to attend the next meeting or the Oct. 26-28 Board retreat were asked to provide their comments, including the results of their consultations with their respective communities, to the staff in advance.

## 9. In Camera

The Board considered legal and personal issues