

Minutes of Meeting DRAFT
BLBRA Board of Directors Meeting
Thursday, January 12, 2023, 1:30 – 4:00 PM
East Bay Firehall, 3440 NS-4, East Bay, NS



Our mission is to improve balance in the Bras d'Or Lake Biosphere by encouraging community capacity building, conservation efforts, and sustainable development.

Attendance:

| DIRECTORS (Member at Large) | | DIRECTORS (Ex Officio) | |
|--------------------------------------|---|------------------------------------|---|
| Allison Mclsaac (Chair) | Y | Amanda Mombourquette (Richmond) | R |
| Doug Foster (Manager) | Y | Barbara Longva (Victoria) | Y |
| Chris King | Y | Tracy Marshall (Youth Coordinator) | N |
| Eileen Crosby (Past Chair) | Y | Kirsty Lock (NSCC) | Y |
| Liz Campbell | Y | Stan Johnson (CEPI) | Y |
| Veronika Breski | R | Tyler Mattheis (CB Partnership) | R |
| Rodney Chaisson (Treasurer) | Y | | |
| Kathleen Aikens (Acap) | Y | | |
| Pierre LaRochelle | Y | | |
| Terri Shobbrook (Vice Chair) | Y | | |
| Kirsten Campbell | Y | | |

A quorum for the transaction of business at any meeting of the Board shall consist of 50% of the Executive Comm. plus 6 non-executive Board members. (Y= Present; R= Regrets sent; N= none)

Observers/Guests: None

Call to Order:

At 1:30 pm Chair Allison Mclsaac began the meeting by acknowledging that the Bras d'Or Lake Biosphere is located in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People. Regrets noted

Additions to the agenda:

- Terry Shobbrook (Vice Chair) suggested doing introductions at the beginning of meetings.
- Eileen to discuss self governance workshop from January 5th, 2023 in new business.
- Eileen brought forward the need to consider creating a nomination committee, before the annual general meeting (AGM), for new board members who are replacing members that are leaving.

1. Approval of the agenda:

Motion to approve made by Terri, seconded Rodney. **Motion passed unanimously.**

2. Changes to minutes

Eileen suggested minutes need to be more concise. Additions to the minutes should include action items, specific titles next to names etc.

Action: minutes to be reviewed with Eileen and Megan to make corresponding edits. Updated minutes to be added to March BoD meeting folder on google drive for approval at next meeting.

3. Approval of previous minutes

Approval of minutes tabled until next meeting on March 23rd, 2023

4. Treasurer's Report: Rodney

See Treasurer's report in the meeting folder on google docs for Jan 12th meeting. Rodney noted more money came in from Destination Cape Breton for Explore the Bras D'Or as well as 150\$ in donations to the BLBRA. A new subscription for Quick Books online was also added to the report for this quarter. Additional expenses to be added through ECCC just waiting on the corresponding invoices to be sent in the Rodney.

Motion to approve Treasurer's report made by Rodney, seconded Eileen. **Motion passed unanimously.**

5. Business arising from minutes:

Tabled until next meeting March 23rd 2023 due to minutes not being approved.

6. Reports:

I. Manager (Doug)

Doug brought to the attention of the Board that we should put forward a proposal for seed money of 50,000\$ from the province. The proposal is for pre-design funding to research and analyse the impact of climate change on Cape Breton Island. Draft application can be found in the meeting folder for Jan 12 meeting. The money could be used to assemble a team of indigenous members, municipalities, and Dalhousie/CBU students that would work together to assess the impacts of climate change around the island and create a plan on how to mitigate it. The total estimated cost to do the work for the proposed project is 1-2 million dollars.

The Board read over the application and suggested edits for the proposal. Some of the notes were, Eileen said that some of the recommendations in the proposal were weak and should be updated. Doug said that the recommendations will be modified and refined by the proposed committee. Kathleen recommended adding youth advisors from local colleges.

Action: Doug to make necessary edits and submit the proposal to the province for review. Update to be provided at the next meeting.

II. Membership Committee: Kathleen (ACAP)

At the next meeting the committee plans to elect a chair. Pierre contacted VIBE and Nova Stream to discuss a software platform to use for membership if it goes that far in the committee.

Action: Update to be provide to Board following the next meeting of the membership committee

III. Trail committee: Barbara Longva (Victoria)

Second request submitted to the province looking to get approval to use disturbed crown land site where a quarry had been present for a potential trail. Map sales were moving along and discussed additional printing of more when they run out. The trail committee put forward a motion to link the Hike Cape Breton website and the BLBRA website to encourage hiking in the Biosphere. At the next meeting they plan to ask the chiefs from the local reserves to approve requests to put footpaths throughout the Biosphere before they make any plans to go ahead with new trails.

IV. Marketing and Communications: Pierre & Eileen

The Marketing Action Plan can be seen in the meeting folder. There should be a roll out date selected for all marketing, stationary, banners, the website, etc. to be changed over to the new designs. Additional photos to be added to the plan at a later date. The photos will be added of people enjoying the Biosphere during all four seasons. Vibe will be providing the majority of the photos but will potentially be looking for another individual to provide photos as well. The committee is looking for comments on the designs from the Board to be sent to Eileen by January 20th 2023 so the designs can be finalized and the roll out can start. Aiming for a launch date in April or May 2023.

It was brought to the attention of Pierre, the opportunity to add a Biosphere sign to the back of a chair on the ski lift at Ski Ben Eoin during the winter and then on the pathway for the golfers during the summer season.

Eileen said the Bell Museum will undergo some renovation this spring. Production and installation of new outdoor information tablets about the Biosphere were discussed some time ago. These can be designed, produced and added when the renovations are completed. However, the Association will need to apply for additional funding for this proposed project.

Pierre submitted an application to digital NS for 15,000\$. It is currently wait-listed but another application can be resubmitted in the fall. The grant would be used to change the website to focus more on tourism.

Kathleen mentioned implementing all these changes to signage etc. would require a lot of work adding a staff person to coordinate these changes might be beneficial.

Pierre discussed finalizing a business card design for Doug, as well as a more broad business card for the Board.

Action: Comments from the Board on the new designs to be sent to Eileen by January 20th, 2023.

V. Forest Watch Committee/ Bras D'Or Watch Committee: Kirsty

The Forest Watch and the Bras D'Or Watch committees will be amalgamated into the new Community Engagement and Learning Committee and is seeking approval from the Board for the change. These changes will help better align with the goals of the strategic plan. The new committee met and a review of the minutes can be found in the meeting folder on the google drive.

The QR codes are to be added to the signs at the Nicholson Trail done at a later date to coordinate with the updated BLBRA website.

A webinar is to be held with the Truro NSCC campus Kirsty was contacted through the website. Presentations to be done by Allison, Stan, and Kirsty. A two-hour session with presentations and a Q&A to be held sometime in February.

The Board was asked whether it's a good idea to merge the Forest Watch and Bras D'Or Watch committees; if the new suggested name works; and the projects set forward align with the

new committee's goals. Also the committee will check with Rodney to see how to go about getting funding for projects. If we combine the budgets for the two former committees or establish a new one.

Motion to accept the combination of the Forest Watch Committee and the Bras D'Or Watch Committee made by Terry, seconded Eileen. **Motion passed unanimously.**

7. **New Business**

i. Periodic Review

The periodic review outlined the need to have a more defined plan on climate change which would align with Doug's previous proposal request referenced in his manager's report. The full review can be seen on the meeting google drive. The Board is encouraged to read the review as the recommendations align directly with the strategic plan and give a good course forward on how to proceed for years to come.

Eileen touched on recommendation #6 referenced in the Periodic Review. To clarify to the Board that protecting portions of the lake isn't a simple process. That there are 18 organizations involved in such a process which would be exceedingly difficult to achieve. However as written by Dr Bruce Hatcher in recommendation #6 "To these established mechanisms of protection that might be applicable to the Bras d'Or Lake may be added so-called "other effective conservation measures" (OECM) that the Federal Government is promoting to increase its national total of protected area." The Board could set forward a set of best management practices for supporting protection of the Bras D'Or.

ii. CBU Amazing Places: Pierre

CBU offered to provide a student to work with the BLBRA on the Amazing Places initiative highlighting beautiful places around the Biosphere. The Board could put out a bulletin to members or in the Port Hawkesbury Reporter looking for amazing places to add to the list. Photos, write ups, etc. would be collected and used to create a guide of sorts of places you'd send someone to see around the island.

A coordinator would be needed to narrow down places and to work with student(s). Ideally there would be approximately 20 places selected then integrated into the BLBRA website.

Action: Looking for a Board member(s) to volunteer to spearhead this project. Terry and Chris Volunteered with Liz as a backup. Also need someone to put the word out to the public/members to get places submitted.

iii. Summer Students: Allison

Allison discussed the application for the Clean Foundation funding for the students. 3600\$ on the low end to 5000\$ on the high end. The clean foundation would cover 60% and the BLBRA would cover the remaining 40%. The intern would be paid 15.55\$/hr. The Clean Foundation would cover all the necessary insurance costs for the students. Application to be submitted by January 17th, 2023. The intern would attend festivals and other events around the Biosphere to spread awareness to the Biosphere.

Kathleen noted that last year ACAP had students through the Clean Foundation and noted the students were not allowed to drive their own vehicles around to events and also weren't allowed to drive provided vehicles if under the age of 21.

Action: Allison to submit application for funding from the Clean Foundation by due date of January 17th, 2023

iv. **Update for Governance:** Eileen

Eileen added the Pessamit Call for Reconciliation to the manual in the Self Governance folder on the google drive. There are 5 action statements which all Directors and Biosphere projects should act on.

Eileen asked the Board to review the bylaws before the next Board meeting. If there are any changes that need to be made to the bylaws then they need to be put forward at the next meeting as the Board will have to vote on any changes made. If these changes are approved by the Board they would then be brought to the AGM in June to be approved by the members.

Eileen expressed the need for a Nomination Committee to address any current directors leaving the Board that need to be replaced. Eileen volunteered to chair or be on the proposed committee.

Action: Any changes to the bylaws need to be submitted to Eileen prior to the next meeting on March 23rd, 2023. Eileen is also looking for volunteers for the Nomination Committee

8. Ex-officio Reports

i. Victoria County (Barbara)

MP coming to the council meeting on January 23rd so the council can voice their concerns, if the Board had any concerns they'd like brought up to contact Barbara.

The Council is looking into getting solar panels installed at landfill sites. New regulations through C&D environmental group regarding proximity of certain piles of waste at the landfill. Now decisions have to be made about which waste will be collected to adhere to these new guidelines. The local site is too small to accommodate the new rules set forward so changes will need to be made.

The county received 180,000 from ACOA for the next phase of the trail development.

ii. NSCC (Kirsty)

nothing new to add.

Pierre added at the end of the meeting that he submitted a request to New Dawn Tracking and Stats Canada that the Biosphere be viewed as its own entity similar to how Inverness County would have its own set of data. This request has been successful and Stats Canada has delineated the data for the Biosphere. By the end of March New Dawn Tracking is hoping to have an interactive tool that we could have access to and interpret the data.

Upcoming events – ECCC hosting an event in Ottawa in Feb to discuss all biosphere activities. Stan and Allison to attend.

Adjournment - Motion to adjourn by Terry at approximately 4:20 pm

Next meeting: March 23rd 2023, St Peters NS

Minutes by Megan. Please email any corrections, clarifications, or omissions to me via secretary@blbra.ca