



Approved Minutes
Landscape of Grand Pré Inc.
Board Meeting 9:00 a.m.
June 17, 2021, Via Zoom

In attendance:

Géraldine Arsenault
Yvon Fontaine
Beverly Palmeter

Gérald Boudreau
Emily Lutz
Marilyn Perkins

Anne Curry
Andrew Murphy
Ernest Thibodeau

Others:

Meredith Holland, Community Engagement Coordinator (left at 9:15 a.m.)
Claude DeGrâce, Executive Director (ED)
Tami McEvoy, Administrative Support

Regrets:

Mark Bannerman

1. Welcome, verify quorum, call to order

Beverly Palmeter, Chair of Landscape of Grand Pré Inc. (LGPI), welcomed the attendees and called the meeting to order at 9:04 a.m., having a quorum of directors in attendance. Beverly welcomed Meredith Holland as Community Engagement Coordinator for the summer months.

2. Review and approval of the agenda

1. Welcome, verify quorum, call to order
2. Review and approval of the agenda
3. Approval of the minutes of the meeting held on April 22, 2021
4. Actions arising from the minutes
5. *In-camera session*
6. Standing committee reports
 - a. Education and Marketing
 - b. Finance and Audit
 - c. Governance and Nominating
 - d. Technical Advisory
7. Executive Director Report
8. *VECFS update with EVOQ Strategies (moved to 6.c.1.)*
9. Operational Plan for 2021/2022

10. Board Calendar
11. Prepare Annual Meeting of Members
12. Confirm/Set next Board meetings Round Table
13. Adjournment

MOTION: To approve the agenda as amended (in italics) for the June 17, 2021, Board of Directors meeting.

Moved by Gérald Boudreau, seconded by Emily Lutz

Motion carried; Resolution 21BOD.Jun.17.001

3. Approval of the minutes of the Board of Directors meeting held on April 22, 2021

MOTION: To approve the minutes for the April 22, 2021, Board of Directors meeting as presented.

Moved by Gérald Boudreau, seconded by Anne Curry

Motion carried; Resolution 21BOD.Jun.17.002

4. Actions arising from the minutes

The ED confirmed completion of all actions from the last meeting, including:

- a) Visitor Experience Concept and Feasibility Study – Involved in the initial consultations, distributed a community newsletter, published a news release and was interviewed by Radio-Canada Acadie.
- b) Operational Plan - Participated in the guide training program for Grand-Pré NHS.
- c) Annual Meeting of Members (AMM) – Sent emails to Parks Canada and the Province of Nova Scotia to inform them of the need to nominate a director. Confirmed with Yvon Fontaine that he would accept a second term. Discussed director nominations, terms and nominations and proposed dates for the AMM.
- d) Société Promotion Grand-Pré - Gérald Boudreau informed the ED that Robert-Yves Mazerolle would be the new member representative for the Société Promotion Grand-Pré.

5. In-camera session

MOTION: To continue the meeting in-camera at 09:30 a.m.

Moved by Gérald Boudreau, seconded by Emily Lutz

Motion carried; Resolution 21BOD.Jun.17.003

MOTION: To resume the Board of Directors meeting out of in-camera at 10:13 a.m.

Moved by Anne Curry, seconded by Ernest Thibodeau

Motion carried; Resolution 21BOD.Jun.17.004

6. Standing committee reports

a) Finance and Audit Committee (FAC)

Presented by Andrew Murphy, Chair of the Finance and Audit Committee.

- Financial statements to March 31, 2021.
- Review draft note to the financial statements regarding the Funding Trust.
- Review the FAC work plan for 2021/2020 - asked the ED to develop an investment policy for the Corporation.

- Status of the application for the Corporation to become a registered charity - Submitted to the Canada Revenue Agency by McInnes Cooper on June 1, 2021.

MOTION: To approve the financial statements of Landscape of Grand Pré Inc. to March 31, 2021.

Moved by Andrew Murphy, seconded by Yvon Fontaine

Motion carried; Resolution 21BOD.Jun.17.005

MOTION: To receive the report of the Finance and Audit Committee.

Moved by Andrew Murphy, seconded by Gérald Boudreau

Motion carried; Resolution 21BOD.Jun.17.006

b) Education and Marketing Committee (EMC)

Presented by Marilyn Perkins, Chair of the Education and Marketing Committee.

- Dykelands Awareness Initiative – developed the mandate and recommendations for membership on the sub-committee.
- Update regarding the Visitor Experience Concept and Feasibility Study (VECFS) – the EMC met with EVOQ Strategies on May 12th. A second public engagement session is being developed which will provide opportunities for engaging the communities and stakeholders regarding the development of a visitor experience concept. The EMC has stressed the importance of engaging the youth.
- Creation of an Instagram account – Meredith Holland engaging youth through this social media account.
- Google Arts and Culture Platform and World Heritage Review - The Corporation will need to provide 20 outstanding photos with a brief description of the landscape. A draft text has been prepared for the World Heritage Review article which will be published in the October edition of the magazine.

MOTION: To receive the report of the Education and Marketing Committee as presented.

Moved by Marilyn Perkins, seconded by Anne Curry

Motion carried; Resolution 21BOD.Jun.17.007

c) Governance and Nominating Committee (GNC)

Presented by Gérald Boudreau, Chair of the Governance and Nominating Committee.

- New draft policies for consideration by the Board - Terms of reference for sub-committees; role descriptions for standing committee chairs and standing committee members.
- Considerations for establishing an Executive Committee. - further discussion is required.
- Developing a definition for “confidentiality” - further discussion is required.
- Political activity – discussion regarding Emily Lutz being nominated as an electoral candidate in the next Provincial election and the possibility of a replacement Director from the Municipality of the County of Kings for the LGPI Board of directors if she were to be elected. LGPI has no set policy regarding this type of activity, therefore it was agreed that LGPI would follow the policy set out by the Municipality. That is; if an election were to be called, Emily would be considered on leave until a decision were to be made in the election.

MOTION: To approve the terms of reference for sub-committees, role descriptions for standing committee chairs and standing committee members as presented.

Moved by Gérald Boudreau, seconded by Anne Curry

Motion carried; [Resolution 21BOD.Jun.17.008](#)

MOTION: To receive the report of the Governance and Nominating Committee.

Moved by Gérald Boudreau, seconded by Ernest Thibodeau

Motion carried; [Resolution 21BOD.Jun.17.009](#)

d) Technical Advisory Committee (TAC)

Presented by Anne Curry, Chair of the Technical Advisory Committee.

- Update regarding sub-committees
- 2121–2022 Revised Work Plan
- Answers to NSDA questions regarding DSUP
- Request for Proposals – Standing Offer Agreement for Conducting Archaeological Resource Impact Assessments (ARIAs)

MOTION: That the Board approve the Technical Advisory Committee's revised work plan for 2021/2022.

Moved by Anne Curry, seconded by Emily Lutz

Motion carried; [Resolution 21BOD.Jun.17.010](#)



Motion carried; [Resolution 21BOD.Jun.17.011](#)

MOTION: To receive the report of the Technical and Advisory Committee.

Moved by Anne Curry, seconded by Marilyn Perkins

Motion carried; [Resolution 21BOD.Jun.17.012](#)

MOTION: To strike the motion for [Resolution 21BOD.Jun.17.011](#) from the record.

Moved by Anne Curry, seconded by Gérald Boudreau

Motion carried; [Resolution 21BOD.Jun.17.013](#)

MOTION: To continue the Board of Directors meeting in-camera.

Moved by Anne Curry, seconded by Andrew Murphy

Motion carried; [Resolution 21BOD.Jun.17.014](#)

MOTION: To resume the Board of Directors meeting out of in-camera.

Moved by Gérald Boudreau, seconded by Marilyn Perkins

Motion carried; [Resolution 21BOD.Jun.17.015](#)

MOTION: That the Board (1) approve the Technical Advisory Committee's recommendation regarding proposals for the standing offer for archaeologists to conduct archaeological assessments, and (2) authorize the Executive Director to establish a standing offer agreement with [CRM Group and North

East Archaeological Research for conducting archaeological resource impact assessments in the Landscape of Grand Pré and its buffer zone.

Moved by Anne Curry, seconded by Ernest Thibodeau

Motion carried; Resolution 21BOD.Jun.17.016

7. Executive Director Report

Presented by Claude DeGrâce, ED of LGPI.

- a) Visitor Experience Concept and Feasibility Study - The first phase of consultations have been completed. The consultants are proceeding with the creative process with input from communities of interest and stakeholders.
- b) Request for Proposals - Standing Offer Agreement for Archaeological Assessments.
- c) Community Engagement Coordinator – Meredith Holland is engaging the community through social media from the corporate office in Wolfville.
- d) Correspondence – The LGPI has responded to emails from property owners and with the Marsh Body regarding the use of the dyke roads and dyke walls; a letter will be sent to landowners regarding the support for archaeological assessments; Members have been consulted regarding potential dates for the AMM.
- e) Compliance, risk and loss management – Nothing to report for this period.

MOTION: To receive the report of the Executive Director as presented.

Moved by Gérald Boudreau, seconded by Emily Lutz

Motion carried; Resolution 21BOD.Jun.17.017

8. VECFS update with EVOQ Strategies (11:00 a.m. to 11:45 a.m.)

Christophe Rivet, Project Manager with EVOQ Strategies, presented an update regarding the first phase of the consultations regarding this project. He indicated that community engagement during virtual meetings has been good and many people are providing comments on the Howspace.com platform. Early consultations have revealed that the View Park should not be extensively developed, but opportunities to learn about the tides should be provided. Early market analysis has demonstrated that there will be challenges to attract visitors. Consultations have also highlighted the need to distinguish the World Heritage Site from the National Historic Site.

9. Operational Plan for 2021/2022

The Chair led discussions regarding the Operational Plan presented by the ED. Minor amendments were made by the Board.

MOTION: To approve the 2021/2022 operational plan as amended, with the understanding that adjustments may be necessary and will be considered in future meetings of the Board.

Moved by Gérald Boudreau, seconded by Marilyn Perkins

Motion carried; Resolution 21BOD.Jun.17.018

10. Board Calendar

The Board of Directors reviewed the 2021/2022 Board Calendar.

ACTION - The Chair suggested that the GNC should meet before the next Board meeting to discuss terms and nominations for directors/members.

It was noted that the terms of office for three directors would come to an end at the AMM.

ACTION – ED to send Gérald Boudreau a list of the directors with details regarding their terms of office.

11. Prepare Annual Meeting of Members (AMM)

The Board suggested that if public health guidelines permit, the AMM should be conducted in-person.

MOTION: To hold the Annual Meeting of Members at 2:00 p.m. on Wednesday, September 8, 2021.

Moved by Gérald Boudreau, seconded by Ernest Thibodeau

Motion carried; Resolution 21BOD.Jun.17.019

12. Confirm/Set next Board meetings

July 20, 2021 (If the audited financial statements are available)

It was suggested the meeting scheduled for September 16, 2021, could possibly be held on the morning of September 8, prior to the AMM. The ED will consult with all directors to determine if this would be possible.

13. Adjournment

MOTION: To adjourn the Board of Directors meeting at 12:35 p.m.

Moved by Anne Curry, seconded by Emily Lutz

Motion carried; Resolution 21BOD.Jun.17.020

Signed by: _____

Géraldine Arsenault, Secretary