



Landscape of Grand Pré Inc. Board of Directors Meeting
9:00 a.m. June 4 and 1:00 p.m. June 9, 2020
via Zoom and conference call

In attendance:

Géraldine Arsenault

Mark Bannerman

Gérald Boudreau

Anne Curry

Emily Lutz

Andrew Murphy

Beverly Palmeter

Marilyn Perkins

Ernest Thibodeau

Other attendees:

Claude DeGrâce, Executive Director (ED)

Helen Woodward, Finance Support (HW) (*excused at 09:45 a.m.*)

Regrets:

Yvon Fontaine

1. 09:05 a.m. 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 having a quorum of directors in attendance.

2. 09:10 a.m. 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 Board meetings held on March 4 and April 16, 2020
4. Actions arising from the minutes
5. Year-end financial statements (March 31, 2020)
6. Budget for 2020-2021
7. Executive Director Report
8. Committee reports
 - a) Education and Marketing
 - b) Governance and Nominating
 - c) Technical Advisory
9. Draft Operational Plan
10. Review Board master calendar
11. Annual Meeting of Members
12. Confirm date for next Board meeting
13. Roundtable; general discussion

14. *In-camera* session – human resources
15. Adjournment

MOTION: To approve the agenda as circulated.
Moved by Ernest Thibodeau, seconded by Emily Lutz
Motion carried; Resolution 20BOD.JUNE04.001

3. a) 09:15 a.m. Approval of the minutes of the March 4, 2020, Board of Directors meeting

MOTION: To approve the minutes for the March 4, 2020, Board of Directors meeting as circulated.
Moved by Gérald Boudreau, seconded by Géraldine Arsenault
Motion carried; Resolution 20BOD.JUNE04.002

b) 09:15 a.m. Approval of the April 16, 2020, Special Meeting of the Board

The Board suggested adding *Information about who does what* in item 3.

ACTION: ED to make the required modification to the minutes of the April 16 meeting.

MOTION: To approve the minutes for the April 16, 2020, special meeting of the Board of Directors meeting as amended.
Moved by Emily Lutz, seconded by Marilyn Perkins
Motion carried; Resolution 20BOD.JUNE04.003

4. 09:20 a.m. Actions arising from the minutes

The Executive Director confirmed the completion of actions from the March 4, and April 16, 2020, Board of Directors meetings.

5. 09:25 a.m. Year-end financial statements (March 31, 2020)

Helen Woodward presented the year-end financial statements. Helen provided clarification regarding the 2019/2020 results, indicating that a net income of \$15,030.25 had been generated.

MOTION: To receive the financial statements to March 31, 2020, as presented and to proceed to have them examined by the auditors.
Moved by Gérald Boudreau, seconded by Ernest Thibodeau
Motion carried; Resolution 20BOD.JUNE04.004

6. 09:35 a.m. Budget for 2020-2021

The ED informed the Board that the Covid-19 situation would likely have some impact on the approved interim budget for 2020/2021 but that it is way too early to make revisions. It was suggested that the document should be dated. The ED clarified that while the budget showed a deficit of \$24,000 to account for depreciation, it was a balanced budget.

The Board discussed the question of approving the interim budget and it was agreed to approve the budget as presented and, if required, make modifications later as necessary. The Board noted that

Covid-19 had created an extraordinary situation and that it was very difficult to predict what is going to happen.

MOTION: To approve the interim budget as the Corporation budget for 2020/2021.

Moved by Gérald Boudreau, seconded by Marilyn Perkins

Motion carried; Resolution 20BOD.JUNE04.005

The Board asked the ED to forward the budget to the Finance and Audit Committee.

ACTION: ED to forward the approved budget to the Finance and Audit Committee.

7. 09:45 a.m. Executive Director Report

The ED presented his report which was circulated to the Board on May 28, 2020. The following paragraphs are further to that report.

The ED noted that funding requests to conduct a feasibility study, development concept and business plan had been forwarded to the Province of Nova Scotia and the Atlantic Canada Opportunities Agency. He also indicated that he had forwarded a letter to Parks Canada seeking support for potential further development of the View Park. The ED informed the Board that he had engaged Parks Canada regarding the development of a formal walking trail linking the View Park with Grand-Pré National Historic Site and the Harvest Moon Trailway.

The ED informed the Board that he had written to the Municipality of the County of Kings, the Société Nationale de l'Acadie and the Société Promotion Grand-Pré regarding the need to submit the name of a Board of Directors Nominee for the 2020 Annual Meeting of Members.

The ED noted that he had reached out to the Nova Scotia Department of Agriculture (NSDA) regarding the Dykelands System Upgrades Project. He indicated that the Grand Pré dykelands are being considered for repair or restoration through this project and that NSDA had agreed to engage LGPI throughout the consultation process. The ED indicated that the Technical Advisory Committee had been informed of the project.

Following the ED's report to Parks Canada regarding the proposed installation of oTENTik tents at Grand-Pré National Historic Site, Parks Canada has written to inform the Corporation that mitigating measures would be implemented.

The ED was asked about benefits provided by the recently-acquired credit card and the ED indicated that any benefit provided would be used by the Corporation.

Emily Lutz suggested that the ED could communicate with the Municipality of the County of Kings to explore the possibility of funding for the development of a trail linking the Harvest Moon Trailway and the View Park. Géraldine Arsenault confirmed that Parks Canada owned the lands that link the trail to the View Park.

MOTION: To receive the ED report as presented
Moved by Ernest Thibodeau, seconded by Géraldine Arsenault
Motion carried; Resolution 20BOD.JUNE04.006

ACTION: ED to contact the Municipality of the County of Kings and Parks Canada regarding the development of a trail linking the View Park and the Harvest Moon Trailway.

8. 10:10 a.m. Committee reports

a) Education and Marketing

Marilyn Perkins, Chair of the Education and Marketing Committee, presented her report which had been circulated to the Board on May 28, 2020. Further to her report, she indicated that the Education and Marketing Committee (EMC) had a good first meeting during which the committee terms of reference were reviewed as well as the Strategic Plan. Marilyn's report indicated that the EMC had considered the importance of special places such as the Landscape of Grand Pré World Heritage Site during the pandemic we are experiencing. The EMC noted that our collective commitment to tell the overall story of Grand Pré is significant. It was noted that during this difficult period, being in solidarity with each other was more important than ever. The EMC discussed how the relationship of people with the land could be nurtured. The EMC will explore opportunities to use social media to engage Nova Scotians, especially the youth, regarding the Landscape.

MOTION: To receive the report of the Education and Marketing Committee as presented.
Moved by Emily Lutz, seconded by Gérald Boudreau
Motion carried; Resolution 20BOD.JUNE04.007

b) Governance and Nominating

Gérald Boudreau presented his report which had been circulated to the Board on May 28, 2020. He informed the Board that the GNC had met three times since the last meeting of the Board.

MOTION: With the resignation of Marc Poirier from the Education and Marketing Committee, to appoint Jean-Pierre McLaughlin as a member of the Education and Marketing Committee.
Moved by Gérald Boudreau, seconded by Anne Curry
Motion carried; Resolution 20BOD.JUNE04.008

Gérald informed the Board that the GNC had taken steps to appoint the members of the Finance and Audit Committee.

MOTION: To appoint Andrew Murphy, Yvon Fontaine and Mark Bannerman as members of the Finance and Audit Committee with Andrew Murphy as chair of the committee.
Moved by Gérald Boudreau, seconded by Anne Curry
Motion carried; Resolution 20BOD.JUNE04.009

MOTION: To receive the report of the Governance and Nominating Committee as presented.
Moved by Ernest Thibodeau, seconded by Marilyn Perkins
Motion carried; [Resolution 20BOD.JUNE04.010](#)

c) Technical Advisory Committee

Anne Curry, Chair of the Technical Advisory Committee (TAC) presented her report, which had been circulated to the Board on May 28, 2020. Further to her report, she indicated the TAC held its first meeting and had reviewed the terms of reference for the committee as well as the Strategic Plan. Anne indicated that considerable time had been spent during the introductions as some members had previously been members of the former TAC under the stewardship of the Landscape of Grand Pré Society. She indicated that it had been suggested to review some of the work done previously by the archaeology working group.

Anne indicated that the TAC members had also discussed the implications of the Nova Scotia Dykeland System Upgrades project and how Landscape of Grand Pré Incorporated and the Committee might participate in this initiative. She added that NSDA had made a commitment to a communications and consultations protocol, as this was required because of the federal government was providing funds for the project. Anne concluded by saying that it had been a great first meeting.

Beverly Palmeter informed the Board that she had been interviewed by Robyn McIsaac who is leading the consultations for the dykelands upgrades project.

MOTION: To receive the report of the Technical Advisory Committee as presented.
Moved by Emily Lutz, seconded by Andrew Murphy
Motion carried; [Resolution 20BOD.JUNE04.011](#)

10:40 a.m. Break

9. 10:50 a.m. Draft Operational Plan

The ED presented a revised operational plan which was reorganized to make the document easier to read. He indicated that while cost elements were added to the plan, only the incremental costs of implementing the plan were included. The overhead expenses, which represent a substantial portion of the budget, were not attributed to the activities identified in the operational plan.

The ED was asked to review the operational plan to identify the specific activities which should be addressed by the Technical Advisory Committee and the Education and Marketing Committee.

The ED was asked to consider additional staff resources for the implementation of the operational plan.

Since the Landscape of Grand Pré has been inscribed on UNESCO's World Heritage List for almost eight years, it was suggested the Corporation should be moving forward more aggressively to promote and develop activities regarding the World Heritage Site. It was suggested that the Corporation should do more to ensure the Landscape of Grand Pré is known world wide.

It was agreed that the ED should work with the Education and Marketing Committee to consider options for increased promotion of the site and for the development of visitor programs and activities.

ACTION: ED to work with EMC regarding the promotion of the WHS and the development of visitor programs and activities.

ACTION: ED to identify specific activities in the operational plan which could be addressed by the EMC and TAC.

MOTION: To approve the 2020/2021 operational plan as presented, with the understanding that adjustments can be made to the plan in future Board meetings.

Moved by Gérald Boudreau, seconded by Emily Lutz

Motion carried; Resolution 20BOD.JUNE04.012

10. 11:25 a.m. Review of Board master calendar

The Board asked the ED to prepare a Board calendar for the current year and to circulate the completed calendar for the previous year.

ACTION: ED to prepare Board calendar for current year and circulate completed calendar.

11. 11:30 a.m. Annual Meeting of Members

It was noted that the Annual Meeting of Members was scheduled to be held August 7, 2020, at Grand-Pré National Historic Site. It was suggested that the meeting be held at 1:30 p.m. The ED confirmed that he had consulted the auditors and that the audited financial statements should be completed by mid-July. Because of the Covid-19 situation, the ED will check with lawyers regarding a potential delay in holding the Annual Meeting of Members.

ACTION: ED to contact lawyers regarding potential delay in holding AMM.

12. 11:35 a.m. Confirm date for next Board of Director meeting

The Board agreed to have a brief meeting at 9:00 a.m. on July 16, 2020.

It was noted that future Board meetings had been set for October 1, 2020, and January 21, 2021.

13. 11:45 a.m. Roundtable: general discussion

It was agreed to proceed to item 14 on the agenda and to return to this item if time permits.

14. 11:45 a.m. *In-camera* – committee appointments

MOTION: To go *in-camera*.

Moved by Gérald Boudreau, seconded by Ernest Thibodeau

Motion carried; [Resolution 20BOD.JUNE04.013](#)

Because of technical difficulties, which made the discussion challenging, the Board decided to adjourn the meeting and continue the discussion on June 9, 2020.

15. Adjournment

MOTION: To adjourn the meeting.

Moved by Emily Lutz, seconded by Gérald Boudreau

Motion carried; [Resolution 20BOD.JUNE04.014](#)

Meeting adjourned at 12:15 p.m.

The meeting resumed at 1:00 p.m. on Tuesday, June 9, 2020, via conference call.

In attendance:

Géraldine Arsenault

Mark Bannerman

Anne Curry

Beverly Palmeter

Marilyn Perkins

Ernest Thibodeau

Other attendees:

Claude DeGrâce, Executive Director (ED) – *joined the meeting after the in-camera session at 1:20 p.m.*

1:20 p.m. MOTION: To go out of *in-camera*.

Moved by Géraldine Arsenault, seconded by Marilyn Perkins

Motion carried; [Resolution 20BOD.JUNE09.015](#)

MOTION: To authorize the ED to enter into contractual arrangements for the provision of a) financial support services; and b) administrative support services for 2020/2021.

Moved by Anne Curry, seconded by Ernest Thibodeau

Motion carried; [Resolution 20BOD.JUNE09.016](#)

MOTION: Following the *in-camera* discussion regarding the 9-month ED probationary period, to continue the existing employment contract with Claude DeGrâce.

Moved by Géraldine Arsenault, seconded by Marilyn Perkins

Motion carried; [Resolution 20BOD.JUNE09.017](#)

13. 1:35 p.m. Roundtable: general discussion

Géraldine Arsenault informed the Board that the grounds of Grand-Pré National Historic Site were now open to the public but that all buildings remained closed. She indicated that Parks Canada would not consider opening buildings until phase 3, which will likely not occur for at least another month. There are currently no public washrooms available at the site. Parks Canada is considering options for providing public washrooms, including outdoor facilities.

Géraldine Arsenault informed the Board that Parks Canada had engaged Kwilmu'kw Maw-klusuaqn Negotiation Office (KMKNO) and the Glooscap First Nation regarding the oTENTik tents project which is currently at a standstill because of the Covid-19 situation. She indicated that Parks Canada would continue to pursue discussions with the Glooscap First Nation and Landscape of Grand Pré Inc.

Finally, to celebrate the 100th anniversary of the statue of Evangeline, Géraldine stated that Parks Canada would be having an on-line pop art version of Evangeline and invite interested people to participate.

The ED informed the Board that he had been contacted by Marc Poirier, an independent New Brunswick reporter, who will be doing a story about the centennial anniversary of the statue of Evangeline. The ED agreed to pass on Parks Canada's contact information to the reporter.

ACTION: ED to pass on Parks Canada contact information to Marc Poirier.

Beverly Palmeter indicated that the closure of the parking facilities by Parks Canada had forced users of the Harvest Moon Trailway to park their vehicles on the side of the road. Beverly mentioned the importance of developing a trail to link with the View Park.

Anne Curry asked Géraldine to thank Denny Richard and Isabelle Comeau for providing an update for the Grand Pré & Area Community Association newsletter. Anne also thanked the ED for providing an article regarding Landscape of Grand Pré Incorporated.

The ED indicated that he had been contacted by Peter Warren, Head Advertising, UNESCO World Heritage Review, regarding the promotion of World Heritage Sites on social media.

Beverly indicated that modifications to the website would be made as soon as everyone has sent in their short biography.

The Board discussed the format for virtual meetings and everyone indicated that both Zoom and conference calls were suitable.

15. Adjournment

MOTION: To adjourn the meeting.

Moved by Marilyn Perkins

Meeting adjourned at 1:45 p.m.

Signed by:

Géraldine Arsenault, Secretary