



Approved Minutes
Landscape of Grand Pré Inc. Board Meeting
9:00 a.m. – October 8, 2020
Old Orchard Inn, 153 Greenwich Road South
Greenwich, Nova Scotia

In attendance:

Géraldine Arsenault
Anne Curry
Andrew Murphy

Mark Bannerman
Yvon Fontaine
Beverly Palmeter

Gérald Boudreau
Emily Lutz
Ernest Thibodeau

Regrets

Marilyn Perkins

Others

Claude DeGrâce, Executive Director (ED)
Helen Woodward, Financial Support
Tami McEvoy, Administrative Support

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 9:10 a.m., having a quorum of directors in attendance. The Chair noted that Marilyn Perkins had given her regrets.

2. Review and approval of the agenda

1. Welcome, verify quorum, call to order
2. Review and approval of the agenda
3. Election of Officers and bank signing officers
4. Approval of the minutes of the meeting held on July 16, 2020
5. Actions arising from the minutes
6. Review of financial statements to August 31, 2020
7. Annual Meeting of Members review
8. Executive Director report
 - a. Operational plan update
 - b. Newsletter
 - c. Telework agreement

9. Committee reports
 - a. Education and Marketing
 - b. Finance and Audit
 - c. Governance and Nominating
 - d. Technical Advisory
10. Executive Director goals and objectives
11. Board Education
12. Board Calendar
13. Round Table
14. Confirm/Set next Board meetings
15. Adjournment

MOTION: To approve the agenda for the October 8, 2020, Board of Directors meeting as circulated. Moved by Gérald Boudreau, seconded by Yvon Fontaine
Motion carried; Resolution 20BOD.Oct.08.001

3. Election of Officers and bank signing officers

- a. Gérald Boudreau agreed to chair the election of the Chair of the Board. He called for nominations three times.

MOTION: To elect Beverly Palmetter as Chair of LGPI for a one-year term. Moved by Yvon Fontaine, seconded by Géraldine Arsenault
Motion carried; Resolution 20BOD.Oct.08.002

- b. The Chair called three times for nominations for the Vice-Chair of LGPI.

MOTION: To elect Gérald Boudreau as Vice-Chair of LGPI for a one-year term.
Moved by Emily Lutz, seconded by Andrew Murphy
Motion carried; Resolution 20BOD.Oct.08.003

- c. The Chair called three times for nominations for Secretary.

MOTION: To elect Géraldine Arsenault as Secretary of LGPI for a one-year term.
Moved by Gérald Boudreau, seconded by Yvon Fontaine
Motion carried; Resolution 20BOD.Oct.08.004

- d. The Chair called three times for nominations for Treasurer.

MOTION: To elect Anne Curry as Treasurer of LGPI for a one-year term.
Moved by Emily Lutz, seconded by Ernest Thibodeau
Motion carried; Resolution 20BOD.Oct.08.005

- e. The Chair called for nominations for bank signing officers.

MOTION: To elect Beverly Palmetter, Anne Curry, Emily Lutz and Claude DeGrâce as bank signing officers for one-year terms.

Moved by Gérald Boudreau, seconded by Andrew Murphy

Motion carried; [Resolution 20BOD.Oct.08.006](#)

4. Approval of the minutes of the meeting held on July 16, 2020

MOTION: To approve the minutes for the July 16, 2020, Board of Directors meeting as circulated.

Moved by Gérald Boudreau, seconded by Anne Curry

Motion carried; [Resolution 20BOD.Oct.08.007](#)

5. Actions arising from the minutes

The ED informed the Board that the 2019/2020 financial statements, the annual report and new policies were posted on the website. The Board agreed that a summary of the financial statements for previous years be prepared, translated and published on the Corporation's website.

ACTION: ED to prepare a summary of the financial statements for previous years and have it published on the website in both official languages.

6. Review of financial statements to August 31, 2020

Helen Woodward presented the financial statements.

MOTION: To receive the financial statements as presented.

Moved by Gérald Boudreau, seconded by Andrew Murphy

Motion carried; [Resolution 20BOD.Oct.08.008](#)

7. Annual Meeting of Members review

The Chair indicated that the Annual Meeting of Members (AMM) had been held via teleconference on August 7, 2020. It was noted that the Members had a successful meeting during which Gérald Boudreau, Emily Lutz and Ernest Thibodeau had been elected to the Board of Directors for three-year terms.

The Chair indicated that the relationship between LGPI and the Funding Trust had been raised during the AMM; noting that there was concern that no information was provided regarding the value of the Trust Fund. It was noted that the existence of the Trust is fundamental to the sustainability of LGPI. The Board agreed to add a comment in the financial statements of LGPI with regards to its relationship with the Funding Trust.

The Board asked the ED to invite the Funding Trust to prepare a short article for the LGPI upcoming newsletter about the performance of the Trust.

The Board noted that in about two years, the funds remaining in the Funding Trust would be transferred to LGPI and that the Corporation should start planning now. It was suggested that the strategic plan review should consider this issue.

8. Executive Director report

The ED presented his report to the Board of Directors, providing updates to the operational plan.

The ED informed the Board about the Education and Marketing Committee discussions regarding the development of the View Park. He indicated that the View Park could be further developed and promoted to offer an overall presentation of the themes related to the landscape and enhance the visitor experience of the World Heritage Site. The Education and Marketing Committee agrees that there is considerable potential at the View Park for presenting the overall themes related to the Landscape of Grand Pré World Heritage Site. The ED indicated that he had consulted Parks Canada regarding this project and that some form of agreement would need to be signed before proceeding with development.

The ED informed the Board that the LGPI had received correspondence regarding the condition of the View Park and delays in implementing Phase 2 of the development plan; the fact there were broken directional signs and the perceived lack of transparency regarding the expenditures of the Corporation. He indicated that responses had been forwarded in a timely manner addressing these concerns. The ED indicated that the implementation of Phase 2 of the development plan for the View Park would be addressed in the proposed development of a visitor experience concept and feasibility study.

The ED informed the Board that he had recently attended a meeting with the Devour Studios, a Centre for Cultural and Culinary Innovation. He explained that this new centre, which will operate year-round, will be located in the heart of downtown Wolfville and could provide a venue for promoting the Landscape. While it is too early to consider a partnership arrangement, the Board would be open to consider opportunities as the project progresses.

The ED made reference to a paper by an Acadia University professor in which the Landscape of Grand Pré WHS and Grand-Pré NHS are seen to be interchangeable. The Chair informed the Board that a recently-released video by “Do it in Wolfville” features the National Historic Site as the World Heritage Site. The ED will discuss this matter with Tourism Nova Scotia.

The ED Informed the Board that Parks Canada had agreed to share the cost of an ad in the World Heritage magazine and Google Arts and Culture platform. The Board decided that considering the current pandemic situation, this proposal should be deferred. The ED will check if the discounted price currently offered can be secured.

It was noted that Parks Canada had undertaken considerable restoration work at Grand-Pré National Historic Site including the Memorial Church, the Evangeline statue and other monuments including the New England Planter commemoration at Horton Landing.

MOTION: The Board of Directors to authorize the Executive Director to proceed with a Request for Proposals for the development of a visitor experience concept and feasibility study for the View Park, providing that the Atlantic Canada Opportunities Agency agrees to provide at least 50% of the funding estimated at \$100,000.

Moved by Gérald Boudreau, seconded by Emily Lutz

Motion carried; Resolution 20BOD.Oct.08.009

Motion: To receive the Executive Director report as presented.

Moved by Emily Lutz, seconded by Géraldine Arsenault

Motion carried; [Resolution 20BOD.Oct.08.010](#)

8c). Telework agreement

It was suggested that the ED check with the insurance provider to ensure that the insurance continues to be valid when the office is vacant.

The Board discussed the requirement for such an agreement and it was decided that the document should provide the flexibility to work from home and from the office. It was also suggested that article 12 include both the employer and the employee.

Motion: To approve the Telework Agreement with the following amendments:

- Include the flexibility of working from both the Corporate office and from home;
- Verify with the insurance provider to ensure the insurance is valid when the office is vacant;
- Include both the employer and the employee in article 12.

Moved by Yvon Fontaine, seconded by Gérald Boudreau

Motion carried; [Resolution 20BOD.Oct.08.011](#)

9. Committee reports

a. Education and Marketing Committee

In the absence of the Chair of the Education and Marketing Committee, the ED provided an overview of the report. It was suggested that the Board may wish to advocate for the extension of the Harvest Moon Trailway east to West Hants. It was noted that LGPI could consider writing a letter of support to the Municipality and the Province of Nova Scotia.

The Board noted that the existing railway bridge over the Gaspereau River had deteriorated and would need to be replaced if a trail were to be developed. There is also an erosion issue on the east side of the river that would need to be considered.

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

Moved by Ernest Thibodeau, seconded by Emily Lutz

Motion carried; [Resolution 20BOD.Oct.08.012](#)

b. Finance and Audit Committee

The Chair of the Finance and Audit Committee presented a nil report.

Break for lunch at 12:10 p.m.; Géraldine Arsenault left the meeting.

The meeting resumed at 12:50 p.m.

c) Governance and Nominating Committee

The Chair of the Committee, Gérald Boudreau, asked the ED to insert the names of the committee members in the committee reports. A typographical error was noted and corrected.

The Board considered the GNC's recommendation to submit an application to the Canada Revenue Agency to become a registered charity.

MOTION: To initiate procedures to apply to the Canada Revenue Agency to become a registered charity.

Moved by Gérald Boudreau, seconded by Anne Curry

Motion carried; Resolution 20BOD.Oct.08.013

MOTION: To receive the Governance and Nominating Committee report as presented.

Moved by Ernest Thibodeau, seconded by Emily Lutz

Motion carried; Resolution 20BOD.Oct.08.014

Yvon Fontaine left the meeting at 1:15 p.m.

c. Technical Advisory Committee

Anne Curry, as Chair of the Technical Advisory Committee (TAC) presented her report. It was noted that Tony Bowron, Catherine Cottreau-Robins, Madelyn LeMay and David Smith are members of the committee. The ED is ex-officio member.

The Board was informed that the TAC had reviewed and revised a proposal previously considered by the Landscape of Grand Pré Society to provide financial support for landowners in the Landscape of Grand Pré and its buffer zone in the event that an archaeological resources impact assessment (ARIA) and, possibly, mitigation measures, are recommended or required. It was noted that there were two components to the proposal; a) going forward and b) retroactive support.

The Board enquired about the number of claims which could be submitted for reimbursement of ARIAs and mitigation measures which had been already conducted. It was noted that there would likely not be more than 2 or 3. It was noted that the costs of Phase I assessments which does not involve ground disturbance, is about \$2,000. The costs of Phase 2, which involves mitigation measures are more difficult to predict.

The TAC report noted that the most important aspect of the proposal is to encourage landowners to conduct an ARIA in advance of building in order to protect archaeological sites. It was suggested that instead of providing a fixed amount of support, LGPI could consider providing a percentage of the overall costs, such as 50%. It was noted that no one on the Board or on the TAC would potentially gain by implementing this proposal.

The Board suggested the public education requirement of this initiative should be considered and that literature sent to landowners by the Municipality needed to be updated. It was suggested that in the upcoming newsletter, LGPI could inform landowners about the importance of protecting the significant archaeological resources located in the Landscape and buffer zone.

The Board recommended that the TAC reconsider their proposal in light of the concerns expressed.

Andrew Murphy left the meeting at 1:40 p.m.

MOTION: To receive the Technical Advisory Committee report as presented.

Moved by Gérald Boudreau, seconded by Emily Lutz

Motion carried; Resolution 20BOD.Oct.08.015

10. Executive Director goals and objectives

The Chair explained that the ED had prepared an operational plan which identified the activities to be undertaken to implement the Strategic Plan. The Board agreed that goals and objectives were important to assess the overall performance of the ED and it was suggested that a third column could be added in order to document progress. The Board suggested that progress on the accomplishment of goals and objectives could also be included in the ED report to the Board.

MOTION: To accept the goals and objectives of the ED for the current year.

Moved by Gérald Boudreau, seconded by Emily Lutz

Motion carried; Resolution 20BOD.Oct.08.016

11. Board Education

The Chair indicated that Board education should be addressed as was discussed with McInnes Cooper. It was suggested that it would be useful to conduct a Board performance self-assessment. The Board agreed to consider seeking outside expertise to assist with the Board education and performance self-assessment.

12. Board Calendar

The ED suggested the preparation of a budget should be moved to the fourth quarter. The Board suggested that the items be identified by letters rather than bullets. It was further recommended that the appointment of Board committee members as well as planning meeting schedules for the Board and Annual Meeting of Members be moved to the fourth quarter.

13. Round Table

- a) Gérald Boudreau informed the Board that the Société Promotion Grand-Pré was planning a meeting in November 2020 to review the mandate of the organization.
- b) Beverly Palmeter informed the Board that the Grand Pre Marsh Body had granted the Valley Marathon Event organizers permission to use the dykeland roads for their different events, taking place from October 9 to 11, 2020. She explained that this was an exceptional request because of the Covid-19 situation.
- c) Anne Curry informed the Board that the Grand Pré & Area Community Association had changed the format of their newsletter; producing a formal newsletter every two months and a bulletin on the other months. Anne indicated that the next newsletter would feature the giant pumpkins and Annie Steward.

14. Confirm/Set next Board meetings

The Board of Directors established the following dates for the next Board meetings:

January 21, 2021

April 22, 2021

June 17, 2021

15. Adjournment

MOTION: To adjourn the Board of Directors meeting at 2:15 p.m.

Moved by Gérald Boudreau,

Motion carried; Resolution 20BOD.Oct.08.017

Signed by: _____
Géraldine Arsenault, Secretary